

Meeting action minutes

Meeting	TDN		
Attendees	Jason Williams, Martin Cunningham, Muriel Briault, Ann Packham Council Officer: Rebecca Mann, Resident Involvement Officer		
Apologies	Jean Davis, Sarah Potter - Adaptations		
Meeting location	Hampshire Lodge	Produced by	RM
Date Time	14 March 2016		

Section 1 – Update on actions from previous meeting

	Description
1	RM updated on Multi steel doors – recognized issues with opening (door entry system) for those with mobility problems. Jamie Smith explained that auto openers are being replaced when a new multi steel door has been refitted. Suggestion is that he liaises with Simon if there are particular doors that need to be refitted within Simon’s budget.
2	Few meetings to be quorate – RM to encourage attendance. Done.
3	Minutes Agreed from January
4	
5	
6	

Section 2 – Items discussed, agreements and future action

Agenda item 1			
Agreement / Decision	Hereford Court door opener in foyer – some residents in wheelchairs or with mobility issues find it difficult to gain entry to building. Can this work be administered through Simon’s project		
Action(s)	RM (RIO) to look into	By Who RM	Deadline Next meeting
Agenda item 2			
Agreement / Decision	Muriel to feedback from Involvement and Empowerment Group as she is a member and rep from TDN		
Action(s)	Muriel to provide feedback from meetings	By Who Muriel	Deadline After each meeting
Agenda item 3			

Agreement / Decision	Newsletter. Ann and Jason happy to take this project forward. Alison may wish to hand information to Ann and Jason then they will go to Resource Centre and produce the newsletter.		
Action(s)	Ann and Jason to take forward in future	By Who	Deadline
Agenda item 4			
Agreement / Decision	Further discussion around recording meetings. Agreed needs to go to a vote		
Action(s)	For future meeting to decide.	By Who All member	Deadline Future meetings
Agenda item 5			
Agreement / Decision	Ann Packham provided feedback on the Fed's Health & Well Being meeting she had attended (as asked to by the group) She explained that she had difficulty hearing the meeting as there was no hearing loop. Information was quite basic and centred around the importance of '5 fruit and veg a day' and drinking more water.		
Action(s)	Ann will attend next meeting and see whether it is more informative.	By Who Ann	Deadline n/a
Agenda item 6			
Agreement / Decision	TOR – extend membership/broaden involvement		
Action(s)	Agreed to be carried forward to next meeting to discuss. Open to all who are interested	By Who All residents	Deadline
Agenda item 6			
Agreement / Decision	Update on budget. Brief discussion: everyone aware £20m needs to be saved. Council Tax to increase. DLA being reduced for some and Rent Reduction of 1% over (each) 4 years.		
Action(s)	Nfa	By Who All residents	Deadline

Section 3 – Agenda for next meeting

1	Welcome/Apologies
2	Update from Simon Pickles (report or in person)
3	Terms of Reference – vote to broaden involvement (invite Joe, Ted, Barry to become fully fledged members)
4	Newsletter
5	Adaptations
6	AOB
7	Dates of next meetings (reduced to 4 per year)

