

**SOUTHERN SHELTERED HOUSING JOINT BOARD**

**MINUTE OF ORDINARY GENERAL MEETING**

**HELD ON MONDAY 29<sup>TH</sup> JUNE 2020 AT 6pm**

Present:	Mr D Radcliffe (Chairman), Mrs B Williams (Vice Chair), Mr S George, Mrs T Mackrell & Miss C Quine
Apologies:	N/A
In Attendance:	Ms H Fargher (Clerk)

1. The Chair declared the meeting open, welcomed the Board, noted there were no apologies. The Chair asked for declarations of interest, none were made.
2. Confirmation of Minutes:
  - 2.1 Minutes of the Annual General Meeting held on 1<sup>st</sup> June 2020. BW/SG proposed that these be adopted as a true record of the meeting.
  - 2.2 Minutes of the Ordinary Meeting held on 1<sup>st</sup> June 2020. BW/SG proposed that these be adopted as a true record of the meeting.
3. Matters Arising from Minutes: None
4. Motions: None
5. Finance Matters:
  - 5.1. Invoices presented for payment in June 2020 were considered. An additional invoice was tabled for website design. CQ/BW proposed the invoices were settled. All were in favour.
6. Health, Safety & Environmental Performance:
  - 5.1 Projects Update – The report was discussed and noted, the Clerk provided verbal updates where necessary.



7. Public Correspondence & Communications: None

8. Policy & Resources:

8.1 Covid-19 Response Update – The report was discussed and noted.

8.2 Internal Audit Report CMEPH – The report and supporting documentation was discussed and noted. HF advised work would be carried out to reduce any moderate risks.

8.3 Internal Audit Report MCHC – The report and supporting documentation was discussed and noted. HF advised work would be carried out to reduce any moderate risks.

9. Public Consultations:

9.1 Private Landlords Consultation – The Board responded to the consultation, HF to action.

10. Any Other Business: None

Meeting closed at 18.30

