

**SOUTHERN SHELTERED HOUSING JOINT BOARD**  
**MINUTE OF ORDINARY GENERAL MEETING**  
**HELD ON TUESDAY 31<sup>ST</sup> AUGUST 2021 AT 5.10pm**

Present:	Mr D Radcliffe (Chairman), Mrs B Williams (Vice Chair), Miss D Quinney & Mr R Lewis
Apologies:	Mrs B Guy
In Attendance:	Ms H Fargher (Clerk)

1. The Chair declared the meeting open, welcomed the Board and noted the apologies. The Chair asked for declarations of interest, none were made.
  
2. Confirmation of Minutes:
  - 2.1 Minutes of the Ordinary Meeting held on 19<sup>th</sup> July 2021. BW/DR proposed that these be adopted as a true record of the meeting. Carried.
  
3. Matters Arising from Minutes: None
  
4. Motions: None
  
5. Finance Matters:
  - 5.1. Invoices presented for payment in August 2021 were considered. BW/DQ proposed the invoices were settled. All were in favour.
  
6. Health, Safety & Environmental Performance:
  - 6.1 Projects Update – The update was noted.
  
7. Public Correspondence & Communications:
  - 7.1 Annual Rent Setting – The Board agreed to recommend a 1% increase with a request for all allowance percentages to be reviewed.



8. Policy & Resources:

8.1 Meeting dates 2021 – The meeting dates were noted.

8.2 Internal Audit Report – The report was welcomed and noted. HF to circulate the previous report regarding Roles & Responsibilities to all members.

9. Public Consultations: None

10. Any Other Business: None

Meeting closed at 5.25pm

A handwritten signature in black ink, consisting of a large, stylized initial 'D' followed by a vertical line and a small flourish at the bottom.