

**SOUTHERN SHELTERED HOUSING JOINT BOARDMINUTE  
OF ORDINARY GENERAL MEETING**

**HELD ON TUESDAY 27th SEPTEMBER 2021 AT 5.00pm**

Present:	Mr D Radcliffe (Chairman), Mrs B Williams (Vice Chair) & Mrs B Guy
Apologies:	Miss D Quinney & Mr R Lewis
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 Annual General Meeting held on 31<sup>st</sup> August 2021. BW/DR proposed that these be adopted as a true record of the meeting. Carried.
  - 2.2 Minutes of the Ordinary Meeting held on 31<sup>st</sup> August 2021. BW/DR proposed that these be adopted as a true record of the meeting. Carried.
3. Matters Arising from Minutes:
  - 3.1 Matters Arising Report – The report was noted.
4. Motions: None
5. Finance Matters:
  - 5.1. Invoices presented for payment in September 2021 were considered. BW/BG 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: None



8. Policy & Resources:

8.1 Meeting dates 2021 – The meeting dates were noted.

8.2 Administration Contract – The Service Level Agreement was approved and it was agreed the Board would meet with Mr P Gawne as the independent party overseeing the process on 18<sup>th</sup> October at 5pm to open and consider the tenders.

9. Public Consultations: None

10. Any Other Business: None

Meeting closed at 5.43pm

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