

**SOUTHERN SHELTERED HOUSING JOINT BOARD**

**MINUTE OF ORDINARY GENERAL MEETING**

**HELD ON MONDAY 27<sup>TH</sup> JUNE 2022 AT 5.00pm**

Present:	Mr D Radcliffe (Chairman), Mrs B Williams (Vice Chair) & Mrs B Guy
Apologies:	Ms 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 the 30<sup>th</sup> May 2022 were deferred until a quorum was available to provide approval.
  - 2.2 Minutes of the Ordinary Meeting held on 30<sup>th</sup> May 2022 were deferred until a quorum was available to provide approval.
  
3. Matters Arising from Minutes: None
  
4. Motions: None
  
5. Finance Matters:
  - 5.1. Invoices presented for payment in June 2022 were considered. BW/BG proposed the invoices were settled. All were in favour.
  
6. Health, Safety & Environmental Performance:
  - 6.1 Projects Update – The updates were noted.



6.2 Internal Audit Report – The need for a Lone Worker Policy was identified. BW/BG proposed the report is accepted. All were in favour. Carried.

7. Public Correspondence & Communications: None

8. Policy & Resources:

8.1 Meeting dates 2022 – The meeting dates were noted.

9. Public Consultations: None

10. Any Other Business: None

Meeting closed at 5.25pm

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