

## **FREEBRIDGE COMMUNITY HOUSING BOARD**

### **Minutes of a Meeting of the Board held on Monday 7 September 2015 at 6.30pm in “The Barn”, 2 Chapel Lane, King’s Lynn**

#### **PRESENT:**

Ray Johnson (Chairman)  
Matthew Brown  
Steve Clark  
Marie Connell  
Tony Hall (Chief Executive)  
Sean Kent (Deputy Chief Executive)  
Brian Long  
Ian Pinches  
Jasmine Rigg  
Colin Sampson

#### **IN ATTENDANCE:**

Colin Davison	-	Director of Property
Vince Warren	-	Head of Regeneration
Clare Flynn	-	Finance Manager
Angus MacQueen	-	Company Secretary

#### **178/15      APOLOGIES**

There were no apologies for absence.

#### **179/15      MINUTES**

The minutes of the meeting held on 3 August 2015 were confirmed as a correct record and signed by the Chairman.

#### **180/15      MATTERS ARISING**

There were no matters arising.

#### **181/15      DECLARATIONS OF INTEREST**

Sean Kent declared an interest in the issue raised under “Any Other Business” – minute number 191/15, as he represented Freebridge on the Board of Eastern Procurement Limited. He remained in the room but did not take part in the decision.

#### **182/15      CHAIRMAN’S UPDATE**

The Chairman said that he had held his usual weekly meetings with the Chief Executive (other than when the Chief Executive had been on annual leave).

He had also attended a meeting of the Queen Elizabeth Hospital Governors' Council.

## **183/15      CHIEF EXECUTIVE'S UPDATE**

A written update from the Chief Executive had been previously circulated and was noted by the Board.

The written update covered the following issues:

- North Lynn Allotment
- Sponsorship of Discovery Centre Community Bus
- Children's Services Community Centre, North Lynn
- Willow Road Hunstanton, Community Allotment
- Communal Play Area, Monks Close
- Plaxtole House
- Keeble Court (former Zoots site) development
- Coronation Avenue development
- Hillington Square – Phase 2 progress update
- West Lynn development
- Watlington – Willow Close development
- Rampant Horse development
- Budget review

The Chief Executive highlighted that Freebridge would be managing 81 new lettings over the next three months, in addition to the routine workload.

The Board was pleased to note that the update included a range of community activities, and asked that its thanks be passed on to the Director of Housing and his team for their work in this respect.

In addition to the written update, the Chief Executive reported that the Planning Inspector's decision had been received that day regarding Freebridge's planning application for Pilot Street, King's Lynn. The Inspector had determined that planning permission be granted, and had been satisfied with the scheme. The Board thanked the Director of Property for his hard work in guiding the application through the necessary processes.

## **184/15      ANNUAL REPORT FOR TENANTS 2014/15**

The Board considered a report which set out the proposed Annual Report for Tenants 2014/15. A slightly updated version of the Annual Report was tabled.

**RESOLVED:** That the Annual Report for Tenants 2014/15 be approved for publishing to Freebridge's tenants.

**185/15**      **VALUE FOR MONEY SELF-ASSESSMENT STATEMENT 2014/15**

The Board considered a report which sought approval for updates to the Value for Money Self-Assessment Statement 2014/15 and for a summary document, following approval by the Board on 15 June 2015 for the Statement's inclusion in the Statutory Accounts 2014/15.

**RESOLVED:** That the updates to the Value for Money Self-Assessment Statement 2014/15 and the summary document be approved, and that both documents be included on the Freebridge website for tenant, public and other stakeholder access and information.

**186/15**      **AMENDMENTS TO THE DIVERSITY POLICY**

The Board considered a report which proposed amendments to the Diversity Policy.

**RESOLVED:** That the amendments to the Diversity Policy, as set out in the report, be approved.

**187/15**      **APPOINTMENT OF SHAREHOLDER**

The Board considered a report which listed an application for tenant shareholding.

**RESOLVED:** That the application for tenant shareholding set out in Appendix 1 to the report be approved.

**188/15**      **FIRE AT ELIZABETH AVENUE – UPDATE**

Confidential item

**189/15**      **URGENT ACTION TAKEN – PROVISION OF A TENANCY TO A CLOSE RELATIVE OF AN EXISTING EMPLOYEE**

The Board noted a request for urgent action that had been approved, to provide a tenancy to a close relative of an existing employee.

**190/15**      **WORK UPDATE**

The Company Secretary presented the work update, which included the following:

- Action Sheet
- Future Work Programme of the Board.

The Board noted the update.

**191/15      ANY OTHER BUSINESS**

- **Eastern Procurement Limited – Joining Agreement**

Confidential item

**192/15      HILLINGTON SQUARE – DETAILED ANALYSIS**

Confidential item

**193/15      NEXT MEETING**

The Board noted that its next meeting was scheduled for Monday 5 October 2015 at 6.30pm.

**The meeting closed at 7.20pm.**

**CHAIRMAN**