



STIRLING TENANTS ASSEMBLY
MEETING HELD ON
TUESDAY 15TH JANUARY 2013
IN MAYFIELD CENTRE
AT 10.30AM

1. Present: Michael Griffiths, Moira Robertson, Hugh McClung, Cathy Brown, Anna Johnston, Philomena McClung, Alec Lamb, Cathy Traynor, Mary Rainey, Richard Waddell, Thomas Brown, Margaret Campbell, Dolly Gemmell, Peter Pelgrave, Meg Amasi, Delia Waddell, Emma Meldrum STP

Apologies: June Higgins, George Keenan, Sarah Fraser

Hugh will leave the meeting at 11am for a hospital appointment and Michael as Vice-chair will take over.

2 Approval of minutes [13.12.12] and matters arising.

Proposed Thomas Brown, Seconded Alec Lamb

Matters arising:

Philomena will email Maria Balfour to thank her for her work as a committee member; Maria has given up her tenancy and moved in with sister. Michael will email the address to Philomena.

Action Michael and Phil.

MA 4.3 Richard emailed both Corrie McChord and Bob Jack about the 'Cost of Day Care' report but has not had any reply yet. He will make contact again. **Action Richard**

5 Future meeting venues

Hill Park in Bannockburn is not available but Bannockburn Community Centre is for February 19th. Philomena has booked the hall. Emma will tell Tony Kelly who will be attending in place of Emma whilst she is on sick leave. **Action Emma**

The Cornton Community hall is not available on a Tuesday; it was agreed to meet at Victoria Halls, Stirling Road, Dunblane FK15 9EX directly opposite Railway Station, on March 19th. Dolly will book the hall. **Action Dolly**

Margaret has booked the Council Offices in Balfour for April 16th; the McLintock Hall was not available.

Moira has booked the Crianlarich village hall for June 18th.

The Mayfield Centre has been booked for Saturday 18th May from 2-6pm. Because it is not a working day it will cost us approximately £130 + VAT; it was agreed to pay for the hall. Later in the meeting it was agreed to alter the booking from 3-6pm. **Action Emma**

3 Reports

Chair Hugh

3.1 Hugh has not attended any meetings since our last meeting in December, but will be at a sub-group of the CRN meeting later this week.

Secretary Philomena

Nothing

Treasurer Moira

3.2 Moira received a BACS notification that the second part of the grant from Stirling Council of £5800 will be sent to our bank in the next couple of days £5800.

3.3 A cheque sent to Forth Valley College for catering was returned because they could not find an invoice relating to the amount; it is likely that this is because the invoice was sent to Philomena. Moira will contact Kate in the finance department to sort this out. **Action Moira**

Training Emma

3.4 Emma is arranging training for new tenants, staff and STA members. It will cover all aspects of the housing service so everyone can become familiar with how the housing services works. Details will be put on both the STA and SC websites.

The first session will be after Emma returns to work and is on Capital Investment; Margaret, Peter, Meg, Anna, Cathy Brown, Dolly, Thomas, Michael, Philomena, Alec, Hugh, Richard and Cathy Traynor all registered interest in attending.

Margaret, Peter, Dolly, Meg, Cathy Brown will be interested in attending all the training sessions. The TLI next project is Capital investment.

4. AGM and 10 Year Celebration

The sub-group met and Phil informed the group and invited comments and agreement.

4.1 It was agreed that invitations would be sent to

Cllr. Violet Weir, Portfolio Holder for Housing
Alec McPherson, Former Portfolio Holder for Housing
Conservative member for Housing
Theresa Elliot, former STP worker
Catriona Rowley, former STP worker
Carol Hamilton, Manager for Housing Services
Tony Cain, Head of Housing Services,
John Macmillan
Alexa Scrivener

Maybe someone from TPAS,

All past members of STA [Mary has a list]

Anne Cook and Anne Marie Stanley from Scottish Government who helped with the Roadshow.

4.2 It was agreed to set up around the room block photos for advertising STA past successes, humorous moments, key points etc.

4.3 It was agreed that the AGM would be from 3-4pm and the celebration from 4-6pm.

4.4 At the celebration there will be:-

A quiz with a housing theme. **Action Emma**

Round tables with planned seating. **Action Group**

Hugh will formally open the meeting and asked Provost Mike Robbins to say a few words. Phil will write to Provost to ask him. **Action Phil**
Mary has organised a cake, which will be cut by Provost Mike Robbins.

Cheese and wine to follow a buffet whilst guests mingle. Phil will enquire if the wine can be purchased on sale or return; we only envisage one glass of wine per guest, so maybe 6 of each. **Action Phil.**

4.5 We will plan for a maximum 50 people and will ask for RSVP by 2nd April so refused places can be filled by others.

Phil will make the invitations will RSVP to her email address. **Action Phil**

We will invite the press from the Stirling Observer and Stirling News; if they do not turn up, we will send in a photo and report. **Action Group.**

4.6 Hugh is keen to get someone along to video the event, which could be put on the website and used for marketing. Emma has a quote of £603.80, which includes 20% off because we are a charity. It was agreed to contact others for quotes; Emma will contact Stirling University and Phil will contact 2 others. **Action Emma and Phil.**

4.7 It was agreed that Hugh will order 100 purses to give out to guest and for future marketing, **Action Hugh**

4.8 Buffet

The following was agreed for the buffet:-

[a] To purchase 2 or 3 sandwich platters from Morrisons. **Action group**

[b] To get estimates from Sunlight Café, Raploch Campus. Michael Moore and Cisco to provide the following for 50 people:-

Chicken drumsticks

Coleslaw

Cold meat platter with chutney accompaniment

Mini baked potatoes

Rice Salad

Pasta Salad

Mixed Salad

Quiche

Sausage Rolls

Fruit Platter.

Action Emma, Mary, Phil

[c] The caterer must deliver and the committee agreed to choose which they thought was the best even if not the cheapest.

[d] It was agreed to provide our own tea, coffee and juice, as this is very costly through a caterer. **Action group.**

5 Rent consultation

5.1 A questionnaire has now been sent to every tenant regarding the rent consultation. Would STA encourage neighbours to fill in the form.

5.2 Some members have found that people are finding the questionnaire confusing especially the question relating to the employment of officers because of changes to the Welfare System. Hugh has put some information on the STA website about rent consultation, and asked tenants to decide after reading the information.

5.3 Committee members expressed surprise that although they have been asking for it for several years, the IT system still cannot flag up if a person will have difficulties and need extra help. In many cases this is marked on the system, but when pulling a report for a mail merge, a disability is not flagged. Emma has asked for this to be built into the system and the IT department is looking into it.

5.4 Of the questionnaires that went out with the Open Door, 250 have been returned.

5.5 STA was told that there were contingency plans in place for helping people who are affected by the Housing Benefit reforms [bedroom tax]. Are these working? 2 admin staff are to be employed.

6 AOCB

6.1 The STA has learned that a heating repair falls into the 24 hour category. We think it should be a 4 hour category. It was agreed that Phil would write to John MacMillan to register our concerns.

Hugh returned to the meeting.

6.2 It was agreed to ask John MacMillan to be our Speaker for February and to update the group on Repairs and Categories for response times.

6.3 The next Repairs group meeting is on Tuesday 5th March at Springkerse. Emma will not be there so please give items for the agenda now or contact Alexa.

Items for the agenda:-

When a complaint is regarding a communal close, why don't the workmen come and speak to the tenants affected?

There is a lack of communication regarding installation of new heating systems.

New tenants who want new heating which was refused by the old tenants are having difficulties.

This especially concerns gas renewing electric storage heaters in Cornton and Bannockburn.

Tony Cain not replying to emails or letters from tenants.

6.5 Peter was concerned that every other meeting would not have any business discussed because it was for a speaker only. Hugh explained that the committee agreed to have a speaker only because with both the business wasn't getting done due to lack of time, so it was agreed to have 6 business meetings and 6 speakers and that Office Bearers would deal with urgent business which would be brought up at end of a speaker meeting. So there is some flexibility.

6.6 The committee wished Emma best wishes for her operation and recovery.

Date, time and place of next meeting.

Tuesday February 19th in Bannockburn Community Centre at 10.30am. This is a speaker meeting.

Abbreviations

AGM	Annual General Meeting
ASB	Anti-Social Behaviour
CC	Community Council
CRN	Central Regional Network
FV	Forth Valley
HAG	Housing Advisory Group
HRA	Housing Revenue Account
LA	Local authority
LAs	Local authorities
LG	Local Government
RN	Regional Networks
RTO	Registered Tenants Organisation
SC	Stirling Council
SHG	Strathfillan Housing Group
SHQS	Scottish Housing Quality Standard
SG	Scottish Government
STA	Stirling Tenants Assembly
TLI	Tenant Led Inspection
TP	Tenant Participation
TPAS	Tenant Participation Advisory Service