



# Minutes of the Housing Committee

## Meeting held on Tuesday 15<sup>th</sup> August 2023

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**Present:** Cllr Houghton   Cllr Jordan   Cllr Shields   Cllr Spensley   Cllr Strong  
**Clerk:** Mrs C Smith

**23.113 PUBLIC REPRESENTATIONS-** None.

**23.114 APOLOGIES-** None.

**23.115 DECLARATION OF INTEREST** -Cllr Sheilds pecuniary interest item23.124c.

**23.116 MINUTES OF MEETING** held on Wednesday 12<sup>th</sup> July 2023- approved as a correct record.

**23.117 UPDATE SINCE LAST MEETING**

**South Cottage-** The decorating is progressing well, this will be finished by next week. An Energy Performance Certificate will be needed before the property can be re-let.

**North Cottage** – Work is progressing well; stud walls are in place and the first fix is almost complete.

*Actions: Clerk to organise survey for an EPC and advertise South Cottage.*

**23.118 NORTH COTTAGE**

**a) Work still to be completed-** Walls & ceilings to be boarded then plastered, installation to be fitted and fix to be completed in kitchen.

**23.119 SOUTH COTTAGE**

**a) Decoration-**The Committee ratified the decision to appoint MR Michael Sigworth, West Burton to carry out the redecoration works.

**b) Rental rate** – The Committee discussed the rental rates and resolved to obtain further information NY Council before a decision can be taken.

**c) Deposit-** The Committee resolved that tenants will be required to pay a deposit of a month's rent in advance.

**23.120 ALLOCATIONS POLICY-** The Committee discussed the criteria for the allocation of the affordable housing and resolved to adopt the drafted allocation policy.

**23.121 APPLICATION FORM-** The Committee resolved to adopt the drafted application form.

*Cllr Strong left the meeting.*

**23.122 TENANCY AGREEMENTS-** Deferred to the next meeting.

**23.123 HOUSING NEED SURVEY-**Deferred to a future meeting.

**23.124 FINANCE**

- a) **Payments since last meeting-** Noted.
- b) **Net Position-** Noted.
- c) **Items awaiting payment-**Approved.
- d) **Legal advice-** The Committee discussed the quotation received and were all in favour of appointing Wrigley's LLP once funds are secured.
- e) **Funding opportunities-** The Committee discussed the Yorkshire Dales Millenium Trust Fund and the NY Locality Budget.

*Action: Clerk to discuss the application criteria for the above funds and submit applications if the Housing Trust qualifies.*

**23.125 DATE OF NEXT MEETING-** 5<sup>th</sup> September 2023.

## Appendix

### Payments since last meeting

RJ Farrow	£186.00
JT Atkinson	£139.11
JT Atkinson	£110.45
JT Atkinson	£39.04
JT Atkinson	£54.40
T Atkinson	£209.03
JT Atkinson	£35.56
JT Atkinson	£6.31
M Robinson	£7,900.00
NY Council	£342.00
NY Council	£342.00
Bank charges	£5.00
NY Council	£342.00
J McGregor	£300.00
Bank Charges	£5.00
NY Council	£342.00

Current RHT balance 10.8.2023 (before any payments detailed below)

£19,680.37

### Invoices Awaiting payment

RJ Farrow	£186.00
Mark Robinson- North Cottage renovation	£831.00
JT Atkinson- Materials	£1,063.69
T J Peacock- Walling	£120.00
D Sheilds	£7200.00
Transfer to RPC Housing insurance	£1,264.04