

**MINUTES OF BARLO HOUSING LTD Annual General Meeting
Held on Thursday 29th January 2009 at UCAN Tonge Moor Bolton**

Present	Andy Patel Jane Caldwell Philip Ward John O Donnell Cllr Margaret Clare	Board Member Business Development Group [BCH] Board Member Board Member Board Member [Chair]
Landlords	Agnes Lloyd Holt B Fairclough Gordon Wrench Loice Burudi A Karim A Tetik Noel Harris Paul Hooper Paul Strong Philip Bell Ray O Reilly Susan Ogden M Warburton Mrs Mallen Vincent Hart Maureen Lever Craig Hayes Alistair Niven Margaret Collier	Ajaz Khan David Tracey Julia Cox Mike Tomlinson G Scotland Sandra Harris M Al Saidi Paul Moss Phil Gibbs Linda Bell Simon Kelly Graham Fielden M Welsby James McGrath Harold Lever Sheila Smith David Warburton Michael Ward
Officers	Andy Hulme Cath Conniffe Diane Simpson Julianne Scarlett Sharon Betton	Barry Davies Dani Rawden Gail Harrison Phil Rimmer Alan Broadbent
Apologies	Cllr Alan Walsh Nic Burton Stephen Gallagher Glenda McLean	Cllr Stephen Rock Kath Gough Robert Jordan

1. Welcome, Introductions and Apologies

Chairperson of BARLO Board, Councillor Margaret Clare opened the meeting welcoming and thanking all those present for their attendance and advising that representatives from BARLO Board and Business Development Group were seated in the front row should any other landlord member like to speak to them directly.

Apologies from Board / Business Development Group Members received and recorded above were read out, no other apologies put forward.

2. Minutes of Previous AGM 14.11.07

Copies of the minutes of the last AGM included in the AGM folder were acknowledged as an accurate record by Phil Ward and seconded by John O Donnell.

3. Financial & Auditors Statements up to 30.09.07

Cllr Margaret Clare reminded members that although BARLO Housing Ltd is an organisation that does not charge any fees for membership or services provided to its members, it is still a legal requirement to produce these statements that record a nil balance.

Board members would like to point out that BARLO was successful in securing £65,000 of funding per year until March 2011 subject to meeting criteria, in order to continue developing services for its members.

BARLO has also successfully secured £3500 sponsorship and funding from advertisers and the Housing Benefit Service to help produce and print the Managing Rent Account Toolkit and a Private Landlord Newsletter.

4. Retirement of Members

The BARLO Housing Ltd Articles of Association state that at least one member of BARLO Board should retire in rotation annually. During 2008 Cllr Linda Thomas retired from the Board and Cllr Margaret Clare was appointed to the Board. Therefore on this occasion the requirement has been met.

Members were advised that BARLO currently has a system that requires it to identify a broad a representative group of landlords as possible ie. landlords who own or manage either small, medium or large portfolios. On occasions when a particular vacancy occurs, interest in the vacancy has not necessarily been from landlords who match the portfolio requirement.

A proposal was made to amend articles as follows ‘ In the event that it is not reasonably practical to ensure the variety of levels of landlord preferred then the Board may substitute any combination as the board from time to time approve’

Clarification was requested and provided that this article refers to landlord representatives only

Approved Amendment to Articles was agreed by all Board Members present

5.Appointment of New Members

The Board has received two expressions of interest from landlord members volunteering to assist and support BARLO Business Development Group. Sandra Harris and Harold Lever both private landlords and managing agents with medium portfolios.

Approved Board members welcome Sandra and Harold as landlord representatives on the Business Development Group

6. Chairpersons Statement

Councillor Margaret Clare gave a verbal update on the achievements and successes of BARLO during the previous 12 months. A full copy is attached.

7. BARLO Action Plan Monitor

Copy of the updated Action Plan attached for information. Julianne Scarlett requested members return the BARLO Survey to provide an indication to the Board which current and proposed services and activities members would like to see developed further. Evaluation and feedback forms from all BARLO landlord forums and events will also be used to continually shape and develop the BARLO Action Plan.

Action Julianne Scarlett to provide the Board with a summary of landlord responses when maximum number of surveys / evaluations have been returned.

8. AOB

Councillor Margaret Clare thanked the Board and all BARLO landlord members for attending. Members were reminded that an introduction to the new Managing Rent Accounts Toolkit for private landlords would immediately follow the close of the AGM.

The AGM was formally closed at 7.20pm