

**MINUTES OF BARLO BUSINESS DEVELOPMENT GROUP**  
**WEDNESDAY 10<sup>TH</sup> OCTOBER 2007**  
**UCAN CENTRE, HATFIELD ROAD, HALLIWELL, BOLTON**

<b>Members present:</b>	Philip Ward	Private Landlord
	Andy Patel	Private Landlord
	John O'Donnell	Private Landlord
	Glynis Roebuck	Independent
	Linda Thomas	Councillor
	Diana Brierley	Councillor
<b>Also present:</b>	Cath Conniffe	Community Housing Services
	Julianne Scarlett	Community Housing Services
	Phil Rimmer	Revenue & Benefits
	Angie Daverage	Revenue & Benefits
	Phil Green	Development & Regeneration
<b>Circulation:</b>	Jane Coldwell	Private Landlord
	Stephen Gallaghen	Independent
	Firas Alnaimi	Private Landlord
	Nick Burton	Private Landlord
	Derek Gradwell	Councillor
	Kath Gaigh	Independent

**1. Introductions and Apologies**

The group welcomed Cllr DB to the meeting. SB is attending today and assisting JS and BARLO on a number of tasks including development of a new landlord guide for Income Management and pulling together articles for next newsletter. Guest speakers PG, PR and AD also welcomed. JC unfortunately is not well enough to join us due to recent back operation; the group sends their best wishes for a full recovery.

**2. Minutes and matters rising**

AP confirmed minutes were an accurate record which was seconded by PW.

- Item 3 – cavity wall installers will issue certificates for 25yr guarantee. JO'D informed group of a supplier offering Energy Performance Certificates (EPC) from £60-£75 and offered to share details with group.

- Item 4 – Jane invited to present BCH briefing paper when next attending.
- Item 5 – Questionnaires returned by PW, GR, and DB all others agreed to return in one week.
- Item 6 – ASB pack draft to be hand delivered for AP & NB to review before AGM.

**Actions: JO'D to provide details of company offering EPC's  
JS to chase questionnaires  
ASB pack to be delivered to AP & NB**

### **3. Local Housing Allowance (LHA)**

PR and AD provided latest information on the introduction and implementation of LHA in Bolton and how this might impact on private tenants and private landlords. The presentation led to a number of discussion points being raised and included:

- Vulnerability factors, can tenants and landlord request direct payment
- Evidence required and tenant consulted
- Arrears over 8 weeks will be paid to landlords
- Payments to landlords while vulnerability and arrears investigated
- Capacity of CAB to respond to referrals
- Money Skills on LHA steering group
- How will new tenants/landlords know if vulnerable
- Difficulty for some tenants providing ID/evidence for opening bank accounts
- Banks checked for availability of leaflets
- Concerns amongst landlords about direct payments
- Some tenants may lose their homes how do we help them
- PR and AD offered to attend BARLO/NWLA meetings

**Actions: AD and PR will circulate invites to BARLO members to attend awareness sessions planned Dec 07/Jan 08**

### **4. Town Centre Development Strategy**

PG presented an overview of the above strategy including maps, plans and photographs and how this is envisaged will transform Bolton Town Centre

The discussion that followed included points covering:

- High number of apartments being built in the centre versus family dwellings
- Some apartments in one block selling below original purchase price, rents being lowered to limit financial losses
- Lessons learned, management strategy will be included in future
- Planning may consider if time comes to restrict apartments
- Some banks stopped offering buy to let mortgages
- Good to get jobs first secured then offer housing

#### **5. BARLO Housing Ltd AGM**

Draft agenda including mandatory items circulated. Chairperson's statement will cover BARLO activities and successes in past year. Need to consider succession planning. Landlord ASB pack emphasis on how we can help, support and advice landlords. Free ASB pack to be offered to all attending AGM. Venue: Mere Hall preferred by group

**Action: JS to finalise AGM agenda, invitations, venue, details and circulate**

#### **6. PRS Update**

JS circulated September 2007, discussed Electric Certificates, main reason properties accreditation requirements not met.

**Action: Add Bond Board to list of training providers**

#### **7. Any Other Business**

JO'D thanked speakers for interesting informative presentations.

#### **8. Next meeting**

BARLO Business Development Group New forward planner required 2008

**Action: JS to forward plan dates for consultation**