

Actions from Central Area Panel meeting 16th June 26

Outstanding actions carried forward

REF + date first raised	Action History and last Update	Who	Response including what is completed & outstanding	Is action Comple ed/ Outstand ing	Date action completed or planned?
OCA1	Martin Reid to follow up with Emma Salcombe regarding windows not closing at Essex Place.	Martin Reid	We have undertaken a survey visit of the windows to the common area on the staircase lobbies, we have ascertained that these are not closing correctly. A works order has been raised and materials are on order to provide keyed cable locking devices. Update Geof Gage 23.07.26 This work has been completed. Geof Gage and Marcus Richardson met with Emma on July 17 th and discussed repairs to windows to flats, Emma helpfully provided a list from residents. This list was passed to Housing Repairs & Maintenance and works orders have now been raised for those noted. This will be monitored and we will keep in contact with Emma over the coming months over our aim for an improvement of repairs to windows when raised. Action is complete but will leave this as ongoing to be reviewed at the next Area Panel.	ongoing	July 2026

Actions from last meeting

REF	Action	Who	Response including what is completed & outstanding	Is Action Comple ted / Outstandi ng	Date action compl eted or plann ed?
CA1	Martin Reid to contact Cllr Muten regarding responding to Emma Salcombes concerns regarding parking at Essex Place.	Martin Reid	Martin Reid has met with Cllr Muten and will follow up with a further update ahead of the next Area Panel meeting.	In progress	Sept. 2026
CA2	Harry Williams to contact Eileen Stewart regarding senior resident engagement.	Harry Williams	We recognise we need to strengthen resident engagement arrangements after the former action group closed due to low attendance. Engagement also continues through the Older People's Council. Justine Harris will contact Eileen Stewart ahead of the next Area Panel meeting		July 2026

REF	Action	Who	Response including what is completed & outstanding	Is Action Completed / Outstanding	Date action completed or planned?
CA3	Martin Reid to invite Melissa Francis to attend a future HAP meeting.	Martin Reid	Martin Reid will contact Melissa Francis ahead of the next Area Panel meeting.	In progress	Sept. 2026
CA4	Harry Williams to investigate whether computers in public buildings (libraries, community centres ETC) were able to be made accessible for individuals with accessibility issues and visual impairments	Harry Williams	Residents can discuss any accessibility needs they have with local staff. Where computers are in council buildings, they would usually have access to various keyboards; large keys, yellow background and braille. Computers now generally have built in accessibility functions such as voice access, screen readers, magnifiers, high contrast and colour filters. Staff will happily meet with users of the service and provide equipment where able if they do not immediately have that in their stock.		
CA5	Martin Reid / Stephan Scheiner to contact Eileen Stewart regarding fire safety advice for E-Bikes, and a potential home-safety visit.	Martin Reid, Stephan Scheiner	Stephan Scheiner will contact Eileen Stewart regarding fire safety advice ahead of the next Area Panel meeting.	In progress	Sept. 2026
CA6	Martin Reid to contact Emma Salcombe regarding bike rack at Essex Place.	Martin Reid	Discussed with Emma Salcombe and have visited and inspected the bike racks. We are going to add these to the EIB agenda for 8 th July as they will need new wood/struts and framing to allow these to be lowered. This could not be taken forward with EDB hence transfer to EIB to procure contractor and proceed. Emma is very happy with this solution. Response by Geof Gage	COMPLETE	24.06.26