



**Leaseholders Meeting to be held on  
Thursday 21<sup>st</sup> January 2010 at 3.30 pm  
At Spencer Court Community Centre FY1 3TW**

## **AGENDA**

1. Health & Safety
2. Minutes from last meeting and matters arising
3. Feedback from Review and Benchmarking of Service Charge consultation
4. Gas Safety update including fire safety
5. Satisfaction Survey to all Leaseholders January 2010
6. Leaseholders Newsletter – suggestions for articles
7. Leaseholder involvement –Action Plan
8. Any other business
9. Dates of next meetings:  
21<sup>st</sup> April 2010 Leaseholder Forum AGM Progress House 4pm  
Future forum meeting dates and locations to be arranged

Meeting to close at 5.30 - 6pm

All Leaseholders are invited to the quarterly Forums, if you require transport please contact Business Support on 01253 477900.

If you wish to see a copy of the October 2009 Forum minutes before the meeting please contact Homeownership on 01253 477906.

Enclosed is your twice yearly Statement of Leasehold Account for the period 1<sup>st</sup> April 2009 – 31<sup>st</sup> December 2009.