

LTF TARA Panel: Andrea Purdy (LTF Chair & Queenswood TARA), Pearl McCardle – Saxton Gardens TARA, Madeline Hunter – Button Hill TARA, Wendi Carson – Queenswood TARA, Kim Frangos – New Wortley TARA, Maureen Ingham – New Wortley Community Association, Susan Kerrigan – St Augustine’s Court TARA, Dawn Coles – John O Gaunts TARA, Patricia Jackson – Hunslet TARA, Sue Clifford – Lakeland Court, Margaret Foster – Thorpe TARA, Yvonne Crowther – White Rose TARA, Rose Hodgkinson – Rosedale Patch (BITMO), Sarah Webster – Rothwell TARA, Jeff Gantschuk – Westfield TARA, Ann Maughan – Sandringham TARA, Neruka White – Gipton Area Representative Co-optee: MickDodds, Chair VOLT & St Augustine’s Court TARA

LEEDS TENANTS FEDERATION
TARA PANEL
Thursday 15 December, 2016
Unit O, Westminster Buildings
4.30 – 6.00pm

Name	Initials	Position
Andrea Purdy	AP	Chair LTF and Queenswood TARA
Patricia Jackson	PJ	Hunslet TARA
Maddie Hunter	MH	Button Hill TARA
Margaret Foster	MF	Thorpe TARA
Kim Frangos	KF	New Wortley TARA
Tony Hepworth	TH	Attendee
Jackie Worthington	JW	Secretary
Sue Clifford	SC	Lakeland Court TARA
Raymond Laing	RL	Thorpe TARA
Ann Maughan	AM	Sandringham TARA
Sue Kerrigan	SK	St Augustine’s Court
Mick Dodds	MK	St Augustine’s Court
Simon Jordan	SJ	Tenant and Community Involvement Officer
Sarah Lockwood	SL	Tenant and Community Involvement Manager
Tracey McGarry	TM	Housing Assistant – Tenant Involvement (Minutes)
Lisa Keyworth	LK	West Yorkshire Trading Standards
Apologies		
Sue Kerrigan	SK	St Augustine’s Court TARA
Rose Hodgkinson	RH	Rosedale Patch (BITMO)
Sheila Horne	SH	Area Representative (Whincover Grange)
Wendi Carson	WC	Queenswood TARA and Treasurer of LTF

Item No		Owner
1.0	Introductions and Apologies	AP
1.1	AP opened the meeting and apologies were given.	
2.0	Conflicts of Interest	AP
2.1	No conflicts of interest were raised.	
3.0	Minutes of the previous meeting	AP
3.1	<u>3.1</u> – TM corrected the attendance of the previous TARA panel and sent on to be uploaded to the website.	

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3.2	<u>5.8</u> –Charis Trust and The Green Doctor feedback form to be sent to members. SL to check with JC.	SL
3.3	<u>6.1</u> – SL confirmed that the information from White Rose Energy and Green Doctor have been shared with TARAs and Area Reps. SJ to ensure webpage is also updated.	SJ
4.0	Matters Arising	
4.1	SL to send information to PMc circulated from White Rose Energy at the last meeting.	
4.2	The panel gave feedback that the presentation at the previous meeting from White Rose Energy and The Green Doctor was very useful.	
5.0	The SAFER Project – Lisa Keyworth (West Yorkshire Trading Standards)	
5.1	Lisa Keyworth (LK) gave a presentation to the panel to help raise the awareness of the type of Scams and Fraud in circulation.	
5.1.1	LK informed the panel that £10 billion in 2016 had been lost through scams in the UK.	
5.1.2	The panel discussed with LK the reasons why only 5-8% report if they have been a victim of a scam. For example, embarrassment was a main reason.	
5.1.3	LK shared examples of various catalogue and prize draw scams and gave the panel a detailed explanation to show the different ways scammers use to format letters and mailings to give the panel knowledge of when to be concerned.	
5.1.4	LK spoke of the ways that fraudsters target individuals and informed that those behind the scam can pass on details to other fraudsters and how the problem can escalate into a severe problem for so many.	
5.1.5	LK continued to inform the group on how to protect themselves and others from nuisance callers, and stressed the importance of not giving personal information. LK shared examples of ways people can decrease the number of nuisance calls: <ul style="list-style-type: none"> ▪ Telephone Preference Service (TPS) ▪ User Caller ID ▪ Call Blocking Devices 	
5.1.6	The panel were also made aware of Bogus callers and Rogue traders that call to the property and the ways that some may try to gain access pretending to be legit. Ways to stay safe and be alert were discussed.	
5.1.7	LK informed that 80% of distraction/sneak in burglary occurs at a home back door and reminded the panel as a prevention to always ensure doors are locked.	
5.1.7	LK circulated a SAFER factsheet and recent newsletter that includes further	

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	information and provides details of where to report a scam and contact details for agencies that offer help and support.	
5.2	The panel raised the possibility of authorised notices being displayed on LCC shared entrances. SJ to explore notices on sheltered schemes and multi storey flats to detract bogus callers.	SJ
6.0	Communication with other groups and forward plan	AP
6.1	The panel discussed the ways that they feel will benefit the information given of the SAFER project to reach out to TARAs.	
6.2	LK committed to sending a link to SL that can be uploaded to the LCC website pages. This can then be emailed to Chairs of TARAs to be distributed at individual meetings.	LK/SJ
6.3	AP notified of the forward plan and the topics of the meeting agendas are as follows: January – Debt Forum February – Anti-Social Behaviour March – Parking Issues	
7.0	Any Other Business	ALL
7.1	SJ informed that a ‘TARA Talk’ is to be held Thursday 12 January, 2017 at St Agnes Church Hall, LS9 7UG. Time of the session is 5.00 – 7.00pm. SJ mentioned that the session gives an opportunity for TARAs to talk about the different opportunities in their communities with each other.	
7.2	MD gave suggestion that with other venues being considered when LTF vacate Westminster Buildings that parking be considered. TM reassured the panel that taxis are available and parking costs can also be reimbursed.	
8.0	Date of Next Meeting	
8.1	The next meeting will be held on Thursday 12 th January 2017 at Westminster Buildings. Time: 4.30– 6.00pm.	

Item No.	Summary of Actions	Owner
3.2	SL to update on circulation of Charis Trust / Green Doctor information.	SL
3.3	LTF webpage to be updated with the Green Doctor information.	SJ
5.2	SJ to explore notices on sheltered schemes and multi storey flats to detract bogus callers.	SJ
6.2	SAFER project information to be emailed to TARAs to distribute.	SJ/LK