

**MUNICIPAL CHARITIES OF STRATFORD-UPON-AVON**  
 incorporating St Joseph's Homestead

**CLERK'S REPORT**  
**FOR TRUSTEES MEETING ON 19 June 2019**

**Vacancies**

***Vacancy in Shakespeare Court – Flat 5.*** The vacancies sub-committee interviewed five applicants and felt that Susan Nagaitis was most in need. She has visited the flat with the Scheme Manager and would like to proceed. The Clerk has now requested a GP reference.

***Shakespeare Court.*** Very regrettably, a further vacancy is likely to arise in Shakespeare Court. The vacancies sub-committee felt that Patricia Morris was suitable for this property. This applicant has visited a comparable flat and wishes to proceed. The Clerk has now requested a GP reference, and has made it clear to the applicant that the property unit may not be available until 3 to 6 months' time.

**Residents' welfare Issues**

**Ted J – 15 GC.** He is receiving 1 hour a week support from Age UK to assist with cleaning and cooking. A district nurse continues to visit daily to administer diabetes treatment. The Scheme Manager continues to liaise with Ted's son as required.

**Clive B – 11 JRA.** Clive has been seen by members of staff and trustees in recent weeks and is considered to be somewhat improved. The Scheme Manager continues to liaise with Clive's brother as required.

**John S – 3 GC.** There have been two or three instances in recent weeks of John being found wandering around the Town in a confused state – on two occasions this appeared to be the result of a UTI which was treated. He was also found recently with an injury to his wrist following what is believed to be a fall. As a result of the above, a fresh assessment was carried out last week by Social Services, which was inconclusive. The Social Worker plans to visit again this week. The Scheme Manager continues to liaise with John's brother at appropriate times, who is fully supportive of social services reviewing John's needs.

**Contracts**

The retender of the main maintenance contract took place in April. Six firms expressed interest but R J Thompson was the only entity to submit a tender response. R J Thompson was appointed for a new three-year term at a Special Trustees meeting held on 24 April 2019.

At that meeting, some concern was expressed re the cost of electrical contracting work delivered by R J Thompson's sub-contractor (concern arose from recent Electrical Inspection Condition Reports) and comparative quotes were to be sought. The Clerk approached 11 firms and received 3 responses, one of which was Elektra Engineering in Stratford upon Avon who were prepared to offer a 29% charity discount (duration unspecified).

However, in discussion with Mr Thompson, he emphasised that his proposition was a "one stop shop", he had a good working relationship with his existing electrical contractor and he was not prepared to contemplate substituting his chosen contractor with an alternative that was unfamiliar to him. Having discussed this with the Chairman of the Properties Committee and the Chairman, it was felt that Mr Thompson was correct contractually. The Clerk therefore wrote to Mr Thompson confirming acceptance of his "one stop shop" approach including the incumbent electrical contractor.

**Insurances**

The Guild Cottages Engineering Policy, and the Property and Liability Policies for all five almshouses, renew on 30<sup>th</sup> June 2019. These are all being renewed as expiring, except for any inflationary increases in sums insured. The Clerk has also written to all residents concerning the almshouse association scheme for residents' contents insurance cover.

John Loscombe, Clerk - MCSonA incorporating St. Joseph's Homestead - 14 June 2019