

LOCHFIELD PARK HOUSING ASSOCIATION LTD

MINUTES 2023-2024

MEETING: Management Committee

VENUE: Lochfield Park Housing Association Offices

DATE: 28th September 2023

TIME: 7.00 pm

PRESENT:

Steven Gallacher	-	Chairperson
Audrey Gilfillan	-	Vice-Chairperson
Marie Quinn	-	Secretary
Moira Gilfillan	-	Treasurer
Kate Serries	-	Committee Member
Helen Black	-	Committee Member
Lorraine Keegan	-	Committee Member
Joyce Hennessy	-	Committee Member

IN ATTENDANCE:

Kenny Halliday	-	Director
Liz Cumming	-	Office Manager

APOLOGIES:

Jade McCulloch	-	Committee Member
Jenna Vance	-	Committee Member
Joan Buchanan	-	Committee Member
Maria Oguntayo	-	Committee Member
Karen Bowman	-	Committee Member
Jennifer Giffen	-	Committee Member

NEXT MEETING: 24th October 2023

1. **Apologies**
Apologies for absence were as noted above.
2. **Declaration of Interest**
There were 3 declarations of interest.
3. **Matters for A.O.C.B.**
There were 4 matters for a.o.c.b.
4. **Minutes of the Management Committee meeting of 28th August 2023**
Minutes of the Management Committee meeting of 28th August 2023 were distributed prior to the meeting. Acceptance of the minute was proposed by Audrey Gilfillan, seconded by Lorraine Keegan. Committee approved the Minutes.
5. **Matters Arising**
There were no matters arising from these minutes.
6. **Property Management Report to 31st August 2023**
The Director went through the Housing Management performance report and explained it in detail.

It was noted that the majority of the arrears for sharing owners was due to a case which was being dealt with by our Lawyers.

Maintenance
The Director went through the Maintenance performance report and explained it in detail.

Committee noted the report.

Proposed acceptance of the Property Management Reports was made by Marie Quinn, seconded by Helen Black and approved by Committee.

Audrey Gilfillan left the meeting at this point.
7. **Directors Report**
 - 7.1 **Governance, Finance & Audit Issues**
 - 7.1.1 **Annual Return of the Charter 2023**
Committee noted that the Annual Return of the Charter first draft should be ready soon. Once this had been checked it would be sent back to the printers for distribution by the end of October.
 - 7.1.2 **Annual General Meeting 2023**
Committee agreed that another successful AGM had been held and looked forward to another successful year for the Association.

It was noted that the Annual Accounts had been distributed to the Regulator and the Banks.

7.1.3 Budget 2023-24

Committee noted the report on the budget for 2023-24 and noted that the draft budget would be brought before them once it had been worked through.

7.1.4 TPT / SHAPS Annual Assessment 2023

The Director explained the TPT / SHAPS Annual Assessment and advised that the Association were confirmed as LOW Risk.

7.2 Development Update

7.2.1 Brucefield Park Empty Homes Project

The Director updated committee on the Brucefield Park properties and advised GCC are still supporting the Association in the acquisition of these properties.

7.2.2 Phase 10 – Abbeycraig Road

Committee were updated on the GHSCP properties and the meetings which had been held to try and get these problems resolved.

7.2.3 Phase 11 – Abbeygreen Street

Committee noted the update on Phase 11 – Abbeygreen Street.

7.2.4 Phase 12 Twinlaw Street

Committee noted the report on Phase 12 Twinlaw Street. It was noted that the Feasibility Study would be presented to Committee in November.

7.3 General Issues

7.3.1 IT Services

The Director explained the assessment of the Homemaster Housing software and will report back to Committee as soon as possible.

7.3.2 CIH Annual Housing Awards 2023

Committee noted the event details for the CIH Annual Housing Awards 2023.

8. Freedom of Information / Environmental Information

Committee were advised that no FOI requests had been received this month.

9. Notifiable Events

There were no notifiable events to record.

10. A.O.C.B.

Marie Quinn & Lorraine Keegan left the meeting at this point

Dance School Donation

Committee noted that a donation request had been received from The Dream Centre Cheer Team, who had qualified for a dance summit in Florida in May 2024. After discussion it was agreed that a donation of £ 250 be made to this dance school.

Minutes of Meeting

Marie Quinn & Lorraine Keegan returned to the meeting at this point

BACS List – September 2023

The BACS list for September 2023 was tabled at the meeting. The Office Manager explained items on the list.

Proposed acceptance of the bacs lists was made by Marie Quinn, seconded by Lorraine Keegan, and approved by Committee.

EVH Pay Consultation

The Director explained the EVH Pay Negotiations paper which had been received from EVH.

After discussion, it was proposed by Marie Quinn, seconded by Helen Black and approved by Committee that the Director should advise that average earnings was the response.

Joyce Hennessy left the meeting at this point.

Daffodil Club Donation

Committee noted that a donation request had been received from The Daffodil Club as they had lost funding from Glasgow City Council and were trying to remain open. After discussion it was agreed that a donation of £ 200 be made to this club.

Joyce Hennessy returned to the meeting at this point.

11. Date & Time of Next Meeting

The next meeting of the Management Committee will be held on Tuesday 24th October 2023. There being no further business the meeting closed at 8.15 pm.

Approved: _____



Date: _____