



Board Meeting – 28 November 2018

Agenda Item: 3

Subject: Minutes of Board Meeting 31 October 2018

Prepared by: Alan Park

Minute of the Board meeting held on Wednesday 31 October 2018 at 5.30pm in Main Street, Ayr

Present:

Tenant Members

Margaret Campbell
Myra Nicol
Frances Maguire
Suzi Williamson

Community Members

Mike Tomlinson
Bobby Pyper (Chair)
Gemma Collins
Simon Leslie

In Attendance

Jim Whiston
David McGivern
Caroline Donald
Alan Park - Minutes

1. Apologies

Apologies were received from David Porte, Kenny George and Rhonda Leith.

2. Election of Chair and Vice Chair

Jim invited nominations for the position of Chair. He reported that Rhonda had indicated her willingness to continue in the role but would also support an alternative if there was interest from elsewhere on the Board. After discussion, it was agreed unanimously that Rhonda be re-elected as Chair for the forthcoming session.

The Board also hoped that Kenny George would be willing to continue as Vice Chair for the forthcoming session.

Bobby Pyper agreed to Chair the meeting and invited all present to introduce themselves for the benefit of the new Board members present.

3. Declarations of Interest

Bobby asked that any member with an interest in any agenda item declares that fact at the appropriate time during the meeting.

4. Minute of the Board meeting held on 29 August 2018

The Minutes of the meeting held on 29 August 2018 were accepted as a true record and were proposed by Frances Maguire and seconded by Mike Tomlinson.

5. Matters arising

Jim reported that the recent stock tour had been a great success. Bobby and Myra added that it had been interesting to see the variety and quality of our houses.

Suzi thanked the housing management staff for organising stock visits with her and David for explaining the allocations process to her.

Jim indicated that his performance review was still to be organised.

6. Performance Digest to 30 June 2018

Caroline reported on overall positive results again for the first six months of the financial year.

Caroline explained in detail the various Charter outcomes highlighted in the digest and answered various questions from the Board.

The Board thanked Caroline for the work involved in producing the Performance Digest in such an accessible format.

The Board noted the report.

7. Business Development

Jim updated the Board on the status of the various projects either on site or in the pipeline.

Detailed discussion took place regarding the pipeline projects and in particular our position in relation to potential development in Monkton where Mike was pleased to hear that we had established a strong negotiating position.

Mike advised caution appertaining to certain logistical issues with the potential development in Troon.

The Board agreed to the disposal of a flat in Girvan which is deemed surplus to requirements following the property becoming void.

The Board noted the report.

(a) Proposed Hub extension

Jim gave a detailed report on progress with the above and advised that a negotiated approach would likely result in us being able to complete a slightly modified extension in a single phase using a preferred contractor who specialises in contracts with a high manufactured joinery content. It is thought that this will result

in a cost effective solution. Mike noted that the programme has drifted from the original dates. Jim explained that there had been some delay with the architect producing the initial detail and us fixing the brief

The Board agreed to the proposal.

8. Housing Management Activity

No items beyond those discussed in connection with the Performance Digest.

(a) Minute of the Tenancy Matters Committee held on 5 September 2018

(b) Minute of the Tenancy Matters Committee held on 19 September 2018

The Board noted the Minutes of the above meetings.

9. Property Maintenance

No items beyond those discussed in connection with the Performance Digest.

10. Financial Matters

(a) Management Accounts for the six months ended 30 September 2018

Alan explained the background to the figures for the first 6 months of the financial year and confirmed that there are no areas of concern. We continue to manage the business well and all budget heads are under budget.

Alan confirmed that all banking covenants are well within the parameters set within the loan agreements with our lenders.

The Board approved the Management Accounts for 6 months ended 30 September 2018.

11. Operational Matters

Jim is meeting with Karen Anderson of IndigoHouse to progress support for the Board self-assessment work and the Director's performance review. The proposal would be for Karen to work with the Chair to develop a methodology which covers these two areas. Bobby suggested that an important element of this work will be to get the balance right as the Board members are all volunteers.

The Board approved the proposal for the Chair to finalise the proposal with IndigoHouse.

Jim confirmed that the Technical Services Manager vacancy has been filled. Jim Purvis will join us from North Ayrshire Council on 26 November 2018.

Jim referred to the Eydent training session being held in our offices on 7 November 2018 on enhancing the energy efficiency of our existing stock. All Board members are welcome.

(a) Minute of Audit Committee 22 August 2018

The Board noted the Minute.

12. Any other business

Bobby asked that all Board members complete the declaration of interest forms and their choice of options for participation in the various committees and pass them to Kirsty.

There was no further business and the meeting closed at 6.40pm with a vote of thanks to the Chair.

Signed

Dated
