

LISTER HOUSING CO-OPERATIVE LTD
**Minutes of the Management Committee Meeting held on Tuesday 24th September 2019
at 7.15 pm at 36 Lauriston Place, Edinburgh, EH3 9EZ**

Committee members present: J-L Addams, L Alexander, S Baxter, C Goodwin, M Gunn, J Leith, C Littlewood, J McCuaig, A McDonald, M Midgley, J Renton, D Todorova (from Item 11 onwards).

In attendance: A Cant (Director), F Dodds (Housing Assistant)

7.15 PM LISTER STANDING ORDERS

Training on Standing Orders took place where good discussions took place, including about the rules.

7.35 PM MAIN MEETING

| ITEM | <i>DECISION/ACTION</i> |
|---|------------------------|
| 1 CONFIDENTIAL BUSINESS | |
| There was no confidential business. | |
| 2 APOLOGIES FOR ABSENCE & RULE 40.3 ATTENDANCE | |
| L Bald, M Stolarek (Housing Officer). | <i>Noted apologies</i> |
| No one affected under Rule 40.3 (attendance clause in Rules). | |
| 3 DECLARATION OF INTERESTS | |
| There were no declarations of interest. | |
| 4 TOPICS FOR ANY OTHER BUSINESS | |
| There was nothing for AOB | |
| 5 MINUTES OF THE PREVIOUS MEETING | |
| M Midgley proposed, seconded by J-L Addams, that the minutes of the previous meeting be accepted as a true record, and this was agreed. | <i>Agreed</i> |
| 6 MATTERS ARISING | |
| (a) The Scottish Council for Voluntary Organisations (SCVO) have offered Lister a £1000 Cyber Essentials grant. | <i>Grant welcomed</i> |
| (b) Glaze & Save have installed secondary glazing to one of the office windows at no cost. This is to give people a chance to see what the secondary glazing looks like and how it works. | <i>G&S thanked</i> |

7 OFFICE BEARER'S SUB GROUP REPORT

There were no matters to report.

Noted

8 SHR ASSURANCE STATEMENT - FINAL REPORT NO. 4

This was discussed and it has been agreed that the Assurance Statement can be signed and sent to the Scottish Housing Regulator.

*Approved
Report No.4
and AS*

9 TOLLGROSS COMMUNITY COUNCIL

Committee noted the minutes of the meeting of 28 August.

Noted

10 HOUSING OFFICER'S REPORT

The Housing Assistant went through the report which had been prepared by the Housing Officer.

1) Arrears. August arrears were £38,096.68 compared to £37,289 for July. The arrears breakdown is self-explanatory.

Former Tenant Arrears. Reducing.

Noted

2) Individual Arrears. The list of cases was discussed and any actions recommended were agreed.

Agreed

3) Voids. One property was void in August 2019 and the property has now been let in September.

Noted

4) Allocations. There were no properties let in August.

Noted

5) Overdue gas services. There were none in August.

Noted

11 DIRECTOR'S REPORT

1) Pensions – Employers Forum. The Director attended the SHAPS/tpt forum. The update was explained and noted.

Noted

2) SFHA Model rules review meeting and proposal to add a new Standing Order. The Director attended and contributed to a SFHA meeting which was reviewing the model rules. The SFHA Solicitor suggested that the rule regarding a contested election for Committee members at an AGM be added to the one's Standing Orders. The Director had drafted a wording and it was agreed that this be added to Lister's Standing Orders

*Standing Orders
amended*

3) Geotourist Tour App for Social Enterprises in Edinburgh. The Director has submitted an entry for Lister, which includes a photo, short written piece and a brief bit of audio which has been loaded on the App site.

Noted

4) Scottish Refugee Council AGM. The AGM is being held at the Glasgow City Chambers on Thursday 24th October at 12pm *Noted*

5) Extra Paper – Confirmation of offer to Committee member. The report of the proposed offer of transfer to a Committee member was discussed and agreed. *Agreed*

12 MEMBERSHIP

Member no. 673 has died - membership ended. *Agreed*
There is a new member, no. 920. *Noted*

13 ANY OTHER BUSINESS

There was no other business.

The meeting closed at 8.14 pm

© Lister Housing Co-operative Ltd 2019