

LISTER HOUSING CO-OPERATIVE LTD

Minutes of the Management Committee Meeting held on Tuesday 30 March 2021 at 7.30 pm (held virtually using Google Meet)

Committee Members present: J McCuaig, A McDonald, J-L Addams, L Alexander, L Bald, S Baxter, M Gunn, J Leith, C Littlewood, M Midgley, J Renton, D Todorova.

In attendance: A Cant (Director), M Stolarek (Housing Officer), F Dodds (Housing Assistant).

7.30 PM MAIN MEETING

ITEM	DECISION/ACTION
1 CONFIDENTIAL BUSINESS There was no confidential business.	
2 APOLOGIES FOR ABSENCE & RULE 40.3 ATTENDANCE There was an apology from C Goodwin. No one affected under Rule 40.3 (attendance clause in Rules).	<i>Noted</i>
3 DECLARATION OF INTERESTS There were no declarations of interest.	
4 TOPICS FOR ANY OTHER BUSINESS There was one item to be raised as 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>Approved</i>
6 MATTERS ARISING There were no matters arising.	<i>Noted</i>
7 OFFICE BEARERS' REPORT The Committee noted that since the last meeting the OBs had made a decision on a rent adjustment/write-off for the vacant rooms in 5 Multi flats during 2020-21 affected by the Covid-19 situation.	<i>Noted</i>
8 OUTCOME REPORT ON PAST 20 YEARS MAINTENANCE AND FUNDING PLANS The Director discussed the report and it was noted by the Committee.	<i>Noted</i>

- 9 30-YEAR MAINTENANCE AND FUNDING PLANS
- The Director discussed the report and the Committee approved the maintenance and funding plans. *Approved*
- 10 FINANCIAL PROJECTIONS WITH POLHA AND THE BRIXX SOFTWARE
- The Director discussed the financial projections and the Brixx software outputs and the Committee approved these *Approved*
- 11 OPTIONS APPRAISAL – TENDER RESPONSE REPORT
- The Director discussed the Tender responses which were noted by the Committee. *Noted*
- 12 REPORT BACK FROM OPTIONS APPRAISAL SUB GROUP
- The report from the Options Appraisal Sub Group was discussed in detail. The Committee agreed on option B which was HRC. *Agreed*
- 13 LETTINGS PLAN 2021-22
- The lettings plan for 2021-22 was discussed and approved by the Committee. *Approved*
- 14 HOUSING OFFICER'S REPORT
- 1) **Arrears.** February arrears were £42,426.92 an increase of £2,513.35 compared to January 2021. *Noted*
- Former Tenant Arrears.** There was no change to the FTAs owing. *Noted*
- 2) **Individual arrears.** These were outlined in detail by the Housing Officer. The Committee agreed with the recommended actions and noted the other cases. *Noted and actions approved*
- 3) **Voids.** Two properties are void at present. *Noted*
- 4) **Allocations.** There were one re-let in February. *Noted*
- 5) **Overdue gas services.** There was one property without a valid certificate on 28th February 2021, due to the Covid-19 situation. The office has notified the SHR. *Noted*
- 15 DIRECTOR'S REPORT
- 1) **Software Licenses.** The Committee noted that our software is all licenced properly to our knowledge. *Noted*
- 2) **Affiliations.** The Committee noted the affiliations. *Noted*
- 3) **Wage Ballot.** The wages ballot of EVH was approved. *Approved*

- 4) **Scottish Government Fuel Support Fund.** The Director discussed the fuel support fund grant-aid which was welcomed by the Committee. In addition, with some other ARCHIE members we have got an energy conservation goody-bag for every Lister household which was being assembled soon for distribution. *Welcomed*
- 5) **AGM (and SGM) Plans for 2021.** The Committee discussed the AGM and it was agreed to await further developments regarding Covid restrictions. *Noted update*
- Extra **Kitchens.** Tenders for the kitchens have come back and there were 10 submissions. These are being assessed and it may be the Office-Bearers will decide on the tender report to speed the programme along. *Noted*

16 MEMBERSHIP

There were no Memberships in February 2021.

17 ANY OTHER BUSINESS

One member raised the issue of Heriot's school parental traffic and the danger it is causing on Keir Street and Heriot Place. It was agreed to press for a restriction for vehicle access to be just delivery/maintenance vehicles and local residents parking.

The meeting closed at 8.43pm.

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