

MANAGEMENT COMMITTEE MEETING TO BE HELD ON TUESDAY 29 APRIL 2025  
*to be held in person and remotely via Google Meet\**

**OPEN MEETING - 6.30 PM**

1. Confidential	-	-
2. Apologies for absence and Rule 41.3 attendance	-	-
3. Declaration of Interests (Members to declare any interest in any item on the agenda)	-	
4. 'Any Other Business' topics to be raised later under AOB	-	-
5. Minutes of the previous meeting	yes	A
6. Matters arising	-	-
7. Office Bearer's Sub Group report	-	-
8. Registers - signing off 2024-25 financial year	yes	A
9. Recharge repair, former tenant arrears and bad debt write-offs	yes	N
10. Complaints Handling Procedure - stats Quarter 4	yes	N
11. Internal Audit Report- Allocations and Void Management	to follow	
12. H&S Committee Report and Action Plans- Quarter 4	to follow	
13. Housing Officer's report	yes	A
14. CEO's report	yes	D
15. Membership	yes	N
16. Community Issues	-	-
17. Any Other Business	-	-

Jennifer McCuaig  
SECRETARY  
22 April 2025  
Ref: cag/

Status: *N* = for noting; *C* = comments;  
*A* = for approval; *D* = for decision;  
*DC* = decide prior to consultation.

## ATTENDANCE SHEET FOR MANAGEMENT COMMITTEE MEMBERS

Please respond to the following question:

How do you plan to attend the April meeting on Tuesday 29 April, commencing at 6.30 pm

- a. I plan to be at the office in person
- b. I plan to join online
- c. Please accept my apologies, I can't attend.

Please advise by email to: [jrankin@lister.coop](mailto:jrankin@lister.coop)  
OR by telephoning the office and leaving a message  
OR by returning the slip below.

Thanks,

John Rankin  
CEO  
22 April 2025

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### ATTENDANCE AT TUESDAY 29 APRIL MEETING

Name (print) \_\_\_\_\_

- a. I plan to be at the office in person
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