

**MINUTES of the ANNUAL GENERAL MEETING of
LISTER HOUSING CO-OPERATIVE LTD held at Lauriston Hall at
28 Lauriston Street, Edinburgh on Wednesday 17 September 2025 at 7.30 pm**

Members present: 36 (names available on request)

Non-members present: A Ross, Harbour Homes;
S Beattie, CT LLP, Auditor.

Staff in attendance: J Rankin, R Foggo, E Coutts, F Dodds.

1 CHAIRPERSON'S INTRODUCTORY REMARKS

L Alexander welcomed members and guests to the Annual General Meeting of Lister Housing Co-operative Ltd, noting that the meeting was quorate.

2 APOLOGIES FOR ABSENCE

An apology was received from 1 member (name available on request).

3 PROXY FORM REGISTERED IN ADVANCE (SEVEN)

7 members registered proxies in advance (names available on request).

4 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON WEDNESDAY 18 SEPTEMBER 2024.

JL Addams proposed, seconded by J McCuaig, that the minutes of the previous Annual General Meeting be adopted as a true record.

There were no objections and the minutes of the meeting were accepted.

5 AUDITOR'S REPORT AND RECEIVING OF THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2025

A Ross of Harbour Homes explained that the Financial Statements, as approved by the Management Committee at its meeting on 24 June 2025, show an operating surplus (deficit) of (£80,132), with a total surplus before transfers for the year of (£92,205). The Co-op continues to be in a good financial position.

The Auditor's Annual Report on the Financial Statements for the year ended 31 March 2025 had been prepared by Committee Auditors. These Financial Statements include the statements of Committee Members' Responsibilities and Internal Financial Controls.

L Alexander thanked A Ross, and asked if there were any questions on the Financial Statements, and there were none. She then asked the membership to receive the Financial Statements, including the Auditor's Report.

This was proposed by A McDonald and seconded by A Akbar.

There were no objections. The meeting approved the receiving of the Statements.

6 APPOINTMENT OF AUDITOR

The Chairperson advised that a tendering exercise for a new audit contract was being conducted, and that the recommendations for a new auditor appointment would be shared with the Management Committee for confirmation.

7 CHAIRPERSON'S REPORT

L Alexander thanked members for attending this evening and reviewed some of the events and achievements during the last year.

- a. **Activities in 2024-25.** 2024-25 was a busy year, with some key projects commenced to invest in Lister's homes for the future, on behalf of our tenants.

First and foremost, we recognise the continuing financial challenges that all our tenants face, given high prices following periods of high inflation, and this year our rents continue to compare favourably with many of our peer organisations. This year's increase was 4.4%, which was in line with the proposed Scottish average increase, and it is worth noting that, even after this increase was applied, the overall average rents in Lister were below the Scottish average *before* the rest of the sector had applied its 2025-26 increases.

In our most recent 3 yearly tenant survey, the vast majority of those tenants who responded (96.55%) advised that they thought that Lister's rent represents good value for money.

During this period our staff and contractors were able to continue to deliver key services such as repairs, as well of course as maintaining access to the staff team, and to the office for our tenants.

We were able to progress key projects such as the external painting programme, which is being carried out across all of our properties. This programme also involves window repairs and even replacements, where necessary, and represents a significant investment in the fabric of our buildings.

We were also able to take forward a programme of window upgrades in some of our non-listed buildings on Heriot Place, and again this work represents an investment in our buildings and their future on behalf of the Lister community. The Management Committee is grateful to all our tenants for accommodating these important works, and we appreciate that works such as these cannot be undertaken without the goodwill and co-operation of our community.

We continued to deliver on key targets in relation to legal compliance requirements, such as ensuring that our gas safety checks are completed in a timely manner. This year we have also embarked on a programme of 5 yearly electrical checks in our Main Site and New Site properties where inspections are now due, to ensure that checks are completed in a timely manner. We also continued with our programme of water tank inspections, across all of our properties. Finally, we also undertook energy efficiency works, such as the installation of more effective heating systems, in certain of our properties which were identified via energy performance assessments as needing further work.

- b. **Allocations Update.** As in previous years we continue to have a reasonable number of vacant flats become available. Our vacancies are always popular, due to our city centre location and the unique nature of our housing stock, but also against a backdrop of a lack of affordable housing within the wider Edinburgh community. Vacancies also

provide an opportunity to assist a number of people, by allowing transfers within Lister and providing new homes to people through EdIndex.

The value of these vacancies, and a sensitive letting policy, allow us to move forward as new people establish homes within Lister, and also to retain the community by providing internal moves to those needing more suitable accommodation.

- c. **Garden news** During 2024-25 our Gardener, Sam, moved on from his post at Lister, however we were able to ensure continuity of service in the gardens via the garden contractors, Harburn Estates, who had already started working with us prior to Sam finishing up. Harburn were able to continue our garden work, whilst wherever possible continuing to use sustainable and ecologically friendly practices. We also took the opportunity to undertake more work on our trees and to consult with affected tenants in relation to new tree planting in front gardens on Lauriston Place, which we plan to take forward in 2025-26. The Management Committee is currently considering how we can take forward the management of our garden areas, and in the meantime, we would be pleased to hear from any tenants who might be keen to volunteer to work in the gardens.
- d. **The Work of Lister's Management Committee** As you will be aware, Lister is a tenant led Co-operative, and we are proud of this fact, as well as the fact that we are Scotland's oldest registered Housing Co-operative.

Lister's history is marked by community spirit and social action, with tenants fighting successfully to save the Main Site homes from threatened demolition in the mid 1970s, and again to protect the New Site homes from the same fate in the mid 1980s. Without the engagement and support of our tenants Lister's incredible homes would not be here!

Lister is run by its Management Committee – the governing body – that comprises tenants elected at the Annual General Meeting. However, whilst elections are usually held at this time, this is not the only opportunity to join the Management Committee, as it is also possible for the Management Committee to co-opt new members throughout the year. This means that, if you are interested in supporting your Lister community by joining the Management Committee, you do not necessarily need to wait until the AGM to consider this.

If you would like more information about joining the Management Committee, please let a member of the staff team know, and we will be happy to discuss, and to provide you with an update on the Committee's work, and the role and responsibilities associated with being a Management Committee member.

- e. **The Annual Assurance Statement** The Management Committee is currently considering reports and evidence in order to support it to complete this year's Assurance Statement, to tenants, to others and to the Scottish Housing Regulator, stating whether we comply with the requirements of the SHR Regulatory Framework. This is an annual requirement, involving detailed reports over several months, with further reports, and the draft statement itself, to be considered at the September and October Management Committee meetings.

Further information on the Annual Assurance Statement can be found on our website, and if you would like to provide any comments or feedback to the Management Committee in relation to this year's Statement, this can be done by simply contacting the office.

- f. **Organisation News** From a staffing perspective, as well as Sam moving on from his role at Lister, our previous long-standing Housing Officer, Mark Stolarek, also moved on from his post at Lister after 18 years of service, and we wish him the very best for post-Lister life. That said, we were lucky to be able to recruit a new Housing Officer, Robert Foggo, to take forward this important role in Lister. Robert is a hugely experienced and well-qualified housing professional, and we welcome him to the team, and look forward to working with him.

We also benefit from a well-established and engaged Management Committee, which has meant that we have been able to continue to provide our services for our tenants, whilst meeting the expectations of our regulators and auditors.

From a Management Committee perspective, during the 2024-25 period there were no resignations, and at this year's AGM our co-opted Committee member, Shirley Bell, has indicated that she will not be standing for election to the Management Committee for next year. Otherwise, there are no further changes in Management Committee Membership to report, either during the year or at this year's AGM.

As well as leading our work through its regular meetings, the Management Committee also engaged in an Away Day here at the Lauriston Halls, which gave an opportunity to take stock on current priorities and potential considerations for the future, as well as undertaking Data Protection refresher training.

The Chair extended a warm welcome to all the new tenants who had joined our co-operative in the last 12 months, , and thanked her co-committee members and staff for their hard work all year round.

8 ELECTION OF MEMBERS TO THE MANAGEMENT COMMITTEE

There were 8 vacant places on the Management Committee. Four existing committee members were re-standing for election and there were no new candidates. As there were more places vacant than candidates standing or re-standing, all persons were elected to the Management Committee without the need for a vote.

New candidates standing:
None

Existing members re-standing:

L Alexander
C Goodwin
C Littlewood
A McDonald

The following existing Committee members continue on the Committee for another year:

J-L Addams
L Bald
J Dydak
C Littlewood
J Leith
J McCuaig
J Renton

Existing members standing down:

S Bell

9 CLOSE OF FORMAL BUSINESS

The meeting ended at 7.53 pm

--- for information only ---

INFORMATION NOTE ON RAFFLE - CONDUCTED LATER IN THE EVENING
Bottles of wine, boxes of chocolates, and biscuits were won by 11 members (names available on request).
