

LISTER HOUSING CO-OPERATIVE LTD

Minutes of the Management Committee Meeting held on Tuesday 20 January 2026 at 6.30 pm

Committee Members present: L Alexander, A McDonald, J McCuaig, J L Addams, S Baxter, J Dydak, C Goodwin, J Leith, C Littlewood, J Renton.

In attendance: J Rankin (CEO), R Foggo (Housing Officer), F Dodds (Housing Assistant), A Ross (Harbour Homes Group Finance Manager).

6.30 PM MAIN MEETING

ITEM	DECISION/ACTION
1 CONFIDENTIAL BUSINESS	
There was no confidential business.	
2 APOLOGIES FOR ABSENCE & RULE 41.3 ATTENDANCE	
There were no apologies.	
No one affected under Rule 41.3 (attendance clause in Rules).	<i>Noted</i>
3 DECLARATION OF INTERESTS	
There were no declarations of interest.	<i>Noted</i>
4 TOPICS FOR ANY OTHER BUSINESS	
There was one item to be raised as AOB.	
5 MINUTES OF THE PREVIOUS MEETING	
J-L Addams proposed, seconded by J McCuaig, 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.	
7 OFFICE BEARERS' REPORT	
There was no Office-Bearers business to report.	
8 FINANCE SUB GROUP – REPORT AND MINUTES OF MEETING 12 JANUARY 2026	
(a) The CEO presented Paper 8(a) - the options and proposals for the budget. This was discussed along with Paper 8(b) the minutes of the Finance Sub Group Meeting, and Paper 9(c), the draft Maintenance budget.	

The CEO set out the context for the budget as well as some of the assumptions which had been made in the budget-setting process. The CEO spoke also to the rationale for the proposed rent increase of 4.8%, noting that the recommendation from the Finance Sub Group was made in the context of 2 heavier spending years (25-26 and 26-27), and continued proposed high spend in 27-28, in terms of external painting and capital works.

The CEO also noted that the proposed rent increase was lower than the working hypothesis for average Scottish increase in 26-27.

The minutes of the Finance Sub Group Paper 8(b) were accepted.

Approved

9 BUDGET PAPERS (DRAFT) FOR 2025-26 TO DISCUSS PRIOR TO CONSULTATION

A Ross from Harbour Homes presented the draft budget and budget narrative, based on the Finance Sub Group's proposal of a 4.8% increase for all tenants.

After discussion, it was agreed to consult with tenants based on this recommendation, with the final decision to be taken, following consultation, at the February Management Committee meeting.

The Management Committee approved to go to consultation with tenants in relation to the proposed increase.

Approved to go to consultation

A Ross was thanked and left the meeting.

10 H&S COMMITTEE REPORT AND ACTION PLANS – Q3

The CEO spoke to the Health and Safety report, and associated appendices, which had been presented to this meeting. The CEO set out key actions, including ongoing and upcoming EICR and water tank inspections.

The Management Committee noted the terms of the report and actions.

Noted

11 TRAINING LOG 2025

The training log for 2025 was noted.

Noted

12 COMPLAINTS HANDLING PROCEDURE – STATISTICS 2025-2026 Q3

Committee noted the statistics for quarter 3 ending 31 December 2025

Noted

13 GARDENS POLICY FEEDBACK

The CEO thanks the Management Committee for providing feedback in relation to the Gardens Policy. Following discussion, the Committee agreed that the policy will be revised by officers,

and that an equalities impact assessment will be completed. The CEO will progress and report back at a future meeting.

*Approved and
officers to
progress*

14 HOUSING OFFICER'S REPORT

- 1) **Arrears.** December arrears were £22,962, a decrease of £2157 compared to October 2025. (no meeting in December so reported over 2 months)

Noted

Former Tenant Arrears. December FTA's were £15,855.04, a decrease of £686.85 compared to October 2025.

Noted

- 2) **Individual arrears.** These were outlined in detail by the HO. The Committee agreed with the recommended actions and noted the other cases.

*Noted and actions
approved*

- 3) **Voids.** There was one property void in November and December.

Noted

- 4) **Allocations.** There was one re-let in November and December.

Noted

- 5) **Overdue gas services.** There were no overdue services since the previous meeting.

Noted

15 RENT COLLECTION, ACCOUNTING AND ARREARS CONTROL POLICY

The Housing Officer outlined the Rent Collection, Accounting and Arrears Control Policy for review and approval. The Management Committee approved.

16 CEO REPORT

- 1) **Annual Committee/ Staff Meal.**

The Committee agreed that the Committee/ staff meal will take place on Friday 30th January at Ciao Roma.

Noted

- 2) **EVH Pay Award 2026-27**

Employers in Voluntary Housing (EVH) has advised of the pay award for 2026/27, as agreed with the Union, which is the October CPI rate of 3.6% with a further 1.5 increase giving a total increase of 5.1%. This will be applied from April 2026.

Noted

- 3) **Management Committee Declarations 2025-26.**

The CEO noted that all Management Committee members have now returned completed declarations for 2025-26.

Noted

- 4) **Gardens Update.**

The tree contractor has been back in touch regarding the planting and maintenance previously discussed. The CEO has arranged a meeting with the head arborist of our usual

contractors to discuss, with a view to planting before the growing season commences. *Noted*

5) **Keir Street Shop.**

Regarding the potential security concerns with the pedestrian gate at the back of the Keir Street shop, the staff team has arranged for a key to be copied and given to the shop. This will ensure that they can keep the area locked at all times. *Noted*

6) **Health and Safety/ Landlord Facilities Health and Safety.**

Noted that a separate report had been issued to the Management Committee. *Noted*

17 MEMBERSHIP

1) **Applications.** Committee noted the following application had been approved. *Noted*

Member no.	Address	Approval date	Date of start of membership
982	Heriot Place	07.11.25	07.11.25

2) **Cancellations.** Committee approved the following cancellations of membership:

Member no.	Address	Reason	Cancellation date
None			

18 ANY OTHER BUSINESS

C Goodwin raised the issue of rubbish in the back garden and graffiti at the Keir Street shop. A clearance of the rubbish will be taken forward and staff will arrange for the graffiti to be removed.

The meeting closed at 7.30pm.