

LISTER HOUSING CO-OPERATIVE LTD

Minutes of the Management Committee Meeting held on Tuesday 30 June 2026 at 6.30pm

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

In attendance: J Rankin (CEO), R Foggo (Housing Officer), 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 40.3 ATTENDANCE	
There were apologies from S Baxter.	
No one affected under Rule 41.3 (attendance clause in Rules, formerly Rule 40.3).	<i>Noted</i>
3 DECLARATION OF INTERESTS	
There were no declarations of interest.	<i>Noted</i>
4 TOPICS FOR ANY OTHER BUSINESS	
There were 3 items to be raised as AOB.	<i>Noted</i>
5 MINUTES OF THE PREVIOUS MEETING	
J Leith proposed, seconded by A McDonald, that the minutes of the previous meeting be accepted as a true record, and this was agreed.	<i>Approved</i>
6 MATTERS ARISING	
The only matter arising related to replacement of electrical lighting bollards in the gardens, and the CEO provided an update on progress.	
7 OFFICE BEARERS' REPORT	
There was no Office-Bearers' business to report.	
8 QUARTERLY MAINTENANCE STATISTICS Q4 25-26	
The CEO spoke to the report, noting that response times through the year were positive, and that feedback received in relation both to the repairs service as a whole, and to specific individual repairs were generally positive. The Management Committee noted the maintenance performance statistics.	

Noted

9a MANAGEMENT ACCOUNTS Q4 25-26

/ b

A Ross presented the Finance Report and Management Accounts for the year months to 31 March 2026, noting firstly that due to this year's re-arranged audit schedule, the accounts were still subject to audit.

The surplus amounted to £28,998, with the forecast anticipating a surplus of £38,442. The actual income to year end was £1,119,075 compared to forecast of £1,109,545. Committee noted the Finance Report and Management Accounts for the year to 31 March 2026.

Mr Ross was thanked and left the meeting after the presentation of this item.

Noted

10 MANAGEMENT OF MULTIS

The CEO and Housing Officer spoke to the report which had been presented to this meeting, noting the proposal to open discussions with the 2 tenants in one of Lister's Multi flats, in relation to potentially offering them a joint tenancy (SST) in a new property (when available), which it was anticipated would be beneficial both to the tenants, and to Lister.

Following discussion in relation to the proposal, the Management Committee agreed for officers to proceed as set out in the report, and to keep the Management Committee updated on progress.

*Approved and
officers to
progress*

11 MANAGEMENT COMMITTEE ANNUAL REVIEWS AND EFFECTIVENESS

The CEO outlined the key terms of the report which had been submitted, and updated on the achievements both of Lister, and of the Management Committee during this year.

Following consideration of the comments in relation to Committee effectiveness, the Management Committee agreed the proposed plans for this year's Committee Annual Reviews, with the CEO and Chair to progress, and appointments to be sent to all Management Committee members in due course.

Noted and Approved

12 HOUSING OFFICER'S REPORT

- 1) **Arrears.** May arrears were £19,097 an increase of £417 compared to April 2026.

Noted

Former Tenant Arrears. There was a decrease of £30 to the FTAs owing.

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 void property in May. *Noted*
- 4) **Allocations.** There was one Multi room re-let in May after a termination on 30th April. *Noted*
- 5) **Overdue gas services.** There were no overdue services since the previous meeting. *Noted*

13 CEO REPORT

- 1) **SHR Loan Portfolio Return.**
The Management Committee noted that a nil return had been submitted to the SHR, since Lister has no loans. *Noted*
- 2) **Audit Update.**
The Management Committee noted the revised timescale for audit. *Noted*
- 3) **ARC 2025-26.**
The CEO spoke to the figures which had been slightly revised following the Management Committee's review at the last meeting, noting that all but 1 was slightly more favourable than in the version of the report reviewed at the previous meeting. The Management Committee noted the update. *Noted*
- 4) **Potential ARCHIE Housing Support service.**
The CEO updated on this proposed piece of joint working, with the potential for a joint application to the Lottery for a shared service for a period of 2 years. The Management Committee noted the position and to be kept updated on progress. *Noted*
- 5) **Bathroom Repairs and Upgrades.**
The CEO updated on the proposal that, where complete bathroom wet wall/ bath replacements were being considered, it might make sense simply to replace the entire bathroom component, as this would not involve much additional expense, and might in fact represent best value for money. Following discussion the Management Committee agreed that this approach would make sense, and remitted the issue to the Maintenance Sub Group to consider potential specification and tender. *Agreed and Maintenance Sub Group to progress*
- 6) **ARCHIE Chairperson's Meeting**
The Chairperson updated on the recent ARCHIE Chairperson's meeting, and the Management Committee noted the update. *Noted*
- 7) **HMO Licensing**
The CEO updated on progress in relation to the query re a potential exemption from the requirement for co-operative housing associations to require to obtain HMO Licences. The Management Committee noted the proposed next steps, and agreed that officers should keep it updated on progress.

Noted

- 8) **Health and Safety Update**
Noted that the Office Bearers had agreed for the removal of texture Artex style wall covering which had been identified in one of Lister's void properties.

Noted

- 9) **Management Committee Retiral**
The CEO noted that Management Committee member C Goodwin had provided written notice of her retirement from the Management Committee. The Management Committee noted C Goodwin's many year's of service on the Management Committee, with thanks for her contribution during that time.

Noted

13 MEMBERSHIP

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

Member no.	Address	Approval date	Date of start of membership
986	Keir Street	29.04.26	1.5.26

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

Member no.	Address	Reason	Cancellation date
None			

14 COMMUNITY ISSUES

There were no community issues.

15 ANY OTHER BUSINESS

- 1) A query was raised in relation to Management Committee members who had missed several Management Committee meetings in a row, and were therefore potentially affected by Rule 41.3. Noted that whilst a process was in place for contacting affected members, there may be good reasons for non-attendance, and that this should be borne in mind when making contact.
- 2) A query was raised in relation to the material which had been left in the pend in Heriot Place. Noted that this was only a short term arrangement since a contractor was undertaking work, and that this material would be uplifted in early course.
- 3) Noted that it was positive that during the recent visit by gardening contractors there was a positive impact in terms of clearing weeds in flower beds.

Noted

Noted

Noted

The meeting closed at 7.47pm.