

LISTER HOUSING CO-OPERATIVE LTD

Minutes of the Management Committee Meeting held on Tuesday 28 July 2026 at 6.30pm

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

In attendance: J Rankin (CEO)

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 no apologies from J Leith, and from R Foggo (Housing Officer).	<i>Noted</i>
No one affected under Rule 41.3 (attendance clause in Rules).	
3 DECLARATION OF INTERESTS	
There were no declarations of interest.	<i>Noted</i>
4 TOPICS FOR ANY OTHER BUSINESS	
There were 3 points to be raised under Community Issues and AOB.	<i>Noted</i>
5 MINUTES OF THE PREVIOUS MEETING	
J McCuaig proposed, seconded by L Bald, 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.	<i>Noted</i>
8 COMPLAINTS HANDLING PROCEDURE Q1 REPORT	
The CEO summarised the report which had been provided, noting that one complaint had been upheld during the quarter. The Management Committee noted the terms of the report.	<i>Noted</i>
9 H&S COMMITTEE REPORT AND ACTION PLANS Q1	

The CEO summarised key points from the report which had been provided to the meeting, providing updates in relation to Fire Safety, Water, Asbestos, Gas and Damp and Mould.

Following review, the Management Committee noted the terms of the report, and the action plans provided.

Noted

10 ASSURANCE STATEMENT 2026 REPORT 1

The CEO spoke to the report which had been provided, noting that this was the first of 4 reports which would be provided to the Management Committee over the coming months in relation to this year's Assurance Statement.

The CEO also noted that this year, it would be necessary to provide assurance in relation to having comprehensive, good quality and up to date information on the construction, components and condition of our homes, as this is essential for providing assurance about tenant and resident safety, and for financial planning. The CEO noted further in this regard that the recently created Maintenance Officer post would support us further in relation to this issue, and that this aspect would of course be addresses in an upcoming report.

Following review of the report, and discussion, the Management Committee noted the terms of the report.

Noted

11 HOUSING OFFICER'S REPORT

- 1) **Arrears.** June arrears were £15,768 a decrease of £3,329 compared to May 2026.

Noted

Former Tenant Arrears. There was a decrease of £180 in FTAs owing, to £13,305.20.

Noted

- 2) **Individual arrears.** These were noted by the Management Committee, as outlined in the report.

Noted

- 3) **Voids.** There was one void property in June.

Noted

- 4) **Allocations.** There no re-lets in June.

Noted

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

Noted

12 CEO REPORT

- 1) **AGM Planning.**

The CEO summarised the position in relation to elections to the Management Committee at the upcoming AGM. The CEO noted that 3 Management Committee members would require to stand down, and the Management Committee noted the position.

Noted

- 2) **Staffing Update.**

The CEO updated on progress in relation to the start dates for the 2 new employees who were soon to be joining the team at Lister; Chris Gallacher (Maintenance Officer) and Samara Doyle (Housing Assistant). The Management Committee noted the position, and noted further that Management Committee members looked forward to meeting, and working with Chris and Samara in due course. *Noted*

13 MEMBERSHIP

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

Member no.	Address	Approval date	Date of start of membership
987	Lauriston Place	29.04.26	1.6.26

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

Member no.	Address	Reason	Cancellation date
439	Keir Street	deceased	19.05.26

14 COMMUNITY ISSUES

J-L Addams noted that good progress had been made in relation to the Lister 50th Anniversary Book which was under development, and that the book would be ready to print in early course.

15 ANY OTHER BUSINESS

S Baxter raised the following issues under any other business:

- Noted that tenants had raised concerns about people access the Lister gardens at night, and a query was also raised in relation to whether more lights in the gardens would assist. Noted also in relation to this point that the Heriot Place pend had been left unlocked on occasion. Following discussion, agreed that a reminder would be issued to Officers to remind tenants with keys to ensure that this is kept locked.
- A query was raised in relation to whether tenants could access a common stair/ window cleaning service, and noted that this would fall under a service charge. A reminder in relation to the possibility of accessing this service, and the process for so doing, to be shared with all tenants via an upcoming newsletter.

The meeting closed at 19.00.

