

Report to:	Management Committee					
Date of Meeting:	22 April 2025					
Agenda Item No. 4.0	Minutes of Previous Meeting – 18 th March 2025					
Report prepared by:	Teresa Gallagher, Governance & Corporate Services Officer					
Report for:	Approval	✓	Information		Decision	

SEDERUNT			
Members Present		In Attendance	
Acting Chair	Catrina Miller	Director	Elaine Lister
Member	Karen McCartney	GCSO	Teresa Gallagher, Minute Secretary
Member	Sharon Lynch		
Member	James Ross		
Member	Heather Ross		
Member	Darren Ward		
Member	Adele Fraser		
Apologies		Leave of Absence	
Member	Frances Cunningham	Member	
Member	Karen Kirk		
Member	Natalie Kirk		
Member	Karha Hughes		
Member	Gary Gow		
Absent		Joining Remotely	
	None		None

AGENDA ITEM 1.0 – DECLARATIONS OF INTEREST
None

AGENDA ITEM 3.0 – NOTIFIABLE EVENTS
The Director explained there have been no new notifiable events and that she had met with the Scottish Housing Regulator (SHR) to discuss the recent request for information.
Decision Members noted the contents of the information sent to the SHR.
Action Required: None
Lead Due by:

AGENDA ITEM 4.0 – MINUTES OF PREVIOUS MEETING – 18 February 2025
Amendments noted: None
The minutes were approved as a true record of the meeting.
Approved James Ross Seconded Sharon Lynch

Agenda Item 4.1 – Matters Arising	For Information
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4.1.1 Strategic Planning Report (previous agenda item 7.0)

The information/minutes regarding the decision to remain as an independent community-controlled landlord was submitted to the Scottish Housing Regulator.

4.1.2 Cost of Living Increase 2025/2026 (previous agenda item 8.2)

The Association's voted to accept the proposed 3-year deal was submitted.

EVH have confirmed that;

- 94% of full members voted in the ballot
- Of those that voted 89.5% voted in favour of the deal
- Of those that voted 10.5% voted against the deal
- UNITE have advised the members voted to accept the deal

The pay deal for 2025/2026 was:

An increase of 4% on all salary points (bar points PA1 to PA6 which will be increased to the set rate for the Real Living Wage of £12.60 per hour). This increase will also be applied to all allowances, bar the standard HMRC fixed mileage allowance and will be effective from 1st April 2025.

4.1.3 Glasgow & West of Scotland (GWSF) Consultation (previous agenda item 8.3)

No views on the consultation were submitted prior to the closing date.

4.1.4 GWSF Membership (previous agenda item 8.4)

Membership of the forum was renewed for 2025/2026.

4.1.5 SHARE Membership (previous agenda item 8.5)

Corporate membership of SHARE has been taken and Board members can now access the E-learning platform.

4.1.6 Committee Room (previous agenda item 8.7)

Options and costs for utilising the vacant unit downstairs are being gathered.

4.1.7 SHARE Awards (previous agenda item 8.8)

Robert McLeary declined nomination of award.

4.1.8 Rent Increase 2025/2026 (previous agenda item 9.0)

All tenants have been issued with their rent increase notices for the next financial year.

4.1.9 TPAS Update (previous agenda item 10.0)

The commission with TPAS has come to an agreed end.

AGENDA ITEM 5.0 – Minutes of Previous Operational Sub-Committee meeting held on 25 February 2025

Amendments noted: None

The minutes of the Operational Sub-Committee meeting held on 25 February 2025 were approved as an accurate record of the meeting.

Approved	Karen McCartney	Seconded	James Ross
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AGENDA ITEM 5.0 – Minutes of Previous Finance, Audit & Risk Sub-Committee meeting held on 11 March 2025**Amendments noted: None**

The minutes of the FAR Sub-Committee meeting held on 11 March 2025 were approved as an accurate record of the meeting.

Approved	Catrina Miller	Seconded	Adele Fraser
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AGENDA ITEM 6.0 – Board Digest

For Information

The Director presented the Board Digest and explained the recent resignations of 2 members has left vacancies within the sub-committees and the Aspire Board as well as the office bearer role of Secretary.

Heather Ross, Catrina Miller and Adele Fraser agreed to join the Aspire Board as directors and Sharon Lynch agreed to join the staffing sub-committee. James Ross indicated he would take the office bearer role of Secretary.

Members recommended that the sub-committees should appoint a chair for the FAR and Aspire at their next meetings.

The Director took members through the progress to date on Annual Return on the Charter (ARC) recommendations. Members noted these should be completed before the next ARC submission for 2024/25.

A full inspection of the Caledonia Centre was carried out by Michael Jarvis of MAST Architects. The Director explained a detailed options appraisal will be presented to the Board but fundamentally there are 5 options for the Caledonia Centre at present as detailed within the covering report.

Decision	<p>The Management Board;</p> <ul style="list-style-type: none">i) Appointed Heather Ross, Catrina Miller and Adele Fraser to the Aspire Board, Sharon Lynch to the Staffing sub-committee and James Ross as the Associations Secretary.ii) Noted the progress in the Annual Return on the Charter validation; and;iii) Noted the summarised report on the Caledonia Centre.
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Action Required:

FAR Sub-Committee & Aspire Board to appoint Chairpersons.

Lead	Director	Due by:	May 2025
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AGENDA ITEM 7.0 – Annual Assurance Evidence Bank

For Information

The GCSO presented the progress to date on the Annual Assurance Bank and took members through the Governance & Financial Management Standards 1 to 3.

Unfortunately, the Board were unable to sample test the evidence bank at the meeting but were reassured all is in place. Those areas highlighted in red would require to be updated as and when the documents for the period become available. An example of this was the business plan being uploaded to the evidence bank once it has been finalised and approved by the Management Board.

Decision	The Management Board noted the progress on the Annual Assurance Evidence Bank for the Governance & Financial Management Standards 1 to 3 and should expect a report on standards 4 – 7. at their meeting May.		
Action Required: None			
Lead		Due by:	

AGENDA ITEM 8.0 – Management Accounts to 31 December 2024			For Information and approval
[Darren Ward joined the meeting]			
8.1 The Director presented the Management Accounts to 31 December 2024 which had recently been to the FAR Sub-committee, whom had recommended them for approval to the Management Board.			
Decision	The Management Board approved the Management Accounts to 31 December 2024.		
Action Required: None			
Lead		Due by:	

AGENDA ITEM 9.0 – Final Budget 2025/26		For Approval	
<p>The Director presented the Final Budget that had been recommended for approval by the FAR Sub-committee. No changes were made to the draft budget at their meeting.</p> <p>The Aspire Board accounts and budget were included in the papers but as their meeting was inquorate, they were considered at this meeting.</p>			
Decision	The Management Board approved the Final Budget for 2025/26.		
Action Required: None			
Lead		Due by:	

AGENDA ITEM 10.0 – New and Reviewed Policies		For Approval	
<p>The Director presented the reviewed Notifiable Events Policy and the only changes were updates to the name of the Governing Body.</p> <p>Members were taken through the reviewed membership body and discussed highlighted areas for consideration. Members agreed to the proposed changes in the policy.</p> <p>The Data Retention Policy and the Social Media Policy were also presented for approval.</p>			
Decision	The Management Board approved the reviewed; Notifiable Events Policy; Membership of the Board of Management Policy; and; The new Data Retention Policy and the new Social Media Policy.		
Action Required: None			
Lead		Due by:	

AGENDA ITEM 11.0 – Director Recruitment Update			For Approval
Redacted			
Decision			
Action			
Lead		Due by:	

AGENDA ITEM 12.0 – Correspondence		For Information and approval	
The GCSO explained Camglen Buddies had been in touch to request a donation and members agreed to make a donation of £250.			
Decision	£250 donation to Camglen Buddies;		
Action Required: Arrange payment of donation			
Lead	GCSO	Due by:	28 March 2025

AGENDA ITEM 15.0 – AOCB		For Information & Approval	
<p>The Nationwide Building Society has requested a verified minute where historical signatories have been approved. This information will be required on an annual basis going forward. The recently appointed Secretary James Ross will have to be added to the mandate as a signatory and the Board requested a new Mandate be brought to the next meeting to be signed and approved.</p> <p>Three membership renewals were received and members held a discussion on membership benefits. Members were asked to make a decision on which memberships we would renew.</p> <p>Members had a discussion around preferred electronic device for papers and E-learning and agreed a decent sized tablet was the recommended device and asked about the scope of having a randcha email address. The GSCO asked members who hadn't accessed the SHARE e-learning portal to please let her know and she would get a new log in link arranged.</p> <p>Equalities training is being arranged for June 2025 and the Board were invited to take part with the staff team.</p>			
Decision	New mandate to be signed to include new Secretary James Ross as a signatory. Minute of meeting Board meeting confirms the Boards approval of signatories.		
Action Required: Prepare new mandate and present to Board meeting 22 April 2025.			
Lead	GCSO	Due by:	22 April 2025
Decision	Tablets for Board members		
Action Required: Purchase tablets for Board members			
Lead	DD/HM	Due by:	28 March 2025
Decision	Renew membership with SFHA at a cost of £10,574.00		

Action Required:

Inform Finance to pay invoice

Lead

GCSO

Due by:

28 March 2025

DATE OF NEXT MEETING**Tuesday 22 April 2025 at 5.45pm**

I certify that the above minute has been approved as a true and accurate reflection of the proceedings

Signed by Chairperson**Name****Catrina Miller****Date****22/04/2025**