

## **YORKHILL HOUSING ASSOCIATION LTD**

Addresses have been removed from these minutes to protect members' privacy.

### **Minutes of Virtual Annual General Meeting and Special General Meeting held on Thursday 22<sup>nd</sup> September 2022 in The Overnewton Centre at 7:00pm**

#### **Present:**

M Green	A Black
R Winning	W Reid
C Armstrong	K MacDonald
N McPherson	
N Wilson	
H Lowe	

#### **Present by Proxy:**

M Menabney for N Fitzgerald  
M Menabney for B Hanley  
M Menabney for S Fitzgerald-McGahon

#### **In Attendance:**

M Menabney	Chief Executive, YHA
G Watson	Finance Manager, YHA
S Pattison	Compliance Manager, YHA
G Kennedy	Housing Services Manager, YHA
A Brown	Governance Assistant, (Mins) YHA
N Tobin	Factoring Assistant, YHA
M Muirhead	Senior Property Services Assistant, YHA
LA MacIver	Housing Officer, YHA
L Caine	Customer Services Assistant, YHA
A Stewart	Auditor, Azets

### **1. Welcome and Apologies**

The Association's Chairperson, Malcom Green opened the meeting and welcomed all present.

He noted with sadness the recent passing of Helene Fitzgerald current Treasurer and former Chair of Yorkhill Housing Association. He advised her invaluable

contribution to the Association over 32 years had been very much appreciated and would not be forgotten. A minute's silence was held in her memory.

The following apologies were noted:

Y Alexis	G Mattu
S Campbell	N Fitzgerald
S Fitzgerald-McGahon	B Hanley
J Wilson	A Daas
J Torjussen	J McMaster
R Toner	W Docherty

## **2. Minutes of AGM 16<sup>th</sup> September 2021**

The Minutes of the AGM, held on 16th September 2021, were approved.

## **3. Chairpersons Report**

Malcolm Green presented his report, paying tribute to his fellow committee members and all staff for their ongoing commitment during unprecedented times. He highlighted the Association's achievements throughout the challenging period of the last 12 months.

- 5 members of staff had left through retirement, promotion and finding a job closer to home.
- 2 positions had been filled but 3 remain outstanding and several former staff have returned temporarily to help.
- All urgent and emergency repairs were completed within a 2-hour response time.
- Kitchen and bathroom and boiler upgrades continued albeit at a reduced level.
- Compliance with all regulatory and legal requirements.
- The Association is in a healthy financial position.
- Rent increase of 4.2% was well below inflation.

His report also highlighted upcoming challenges:

- Rising building costs which could affect the Association's ability to invest in windows, boiler and kitchen and bathroom renewals.
- Rising energy costs could potentially put all tenants in fuel poverty, although there are funds which the Association can apply to in order to help tenants. The process for applying has begun.

- The Association has the chance to establish a Community Pantry in the Overnewton Centre which could considerably help tenants who are struggling with food bills.
- The rent freeze which the Scottish Government has announced which freezes rent until 31<sup>st</sup> March. Although this does not immediately affect the Association, there is a potential for it to impact on the ability to invest should the freeze continue.
- The need to increase the Management Committee numbers in order to remain comfortably above the minimum requirement of 7.
- Improving the quality of service provided to take into account the new challenges being faced by the higher cost of living.

He highlighted the retirement of the Deputy Chief Executive and recognised it will be a major challenge to replace her. He thanked her for her 40 plus years' service and her outstanding commitment to the Association.

The report concluded with Malcolm again thanking committee and staff for their time and commitment to the welfare of the people of Yorkhill.

#### **4. Community Pantry**

Grant Kennedy, Housing Services Manager advised that he had been approached by a tenant asking whether the Association could help set up a Community Food Pantry for local residents. He explained that unlike a foodbank which gives out emergency food supplies, a pantry involves residents paying a small sum e.g., £3 and picking their own basket of food from the shelves. This is an exciting opportunity for the Association to assist residents and could also provide an opportunity to help those in need with further advice on cost-of-living support and welfare rights advice. He advised that the Overnewton Centre could be suitable to use for the pantry and there are volunteers who are very keen to get started however it is in the very early stages and the logistics of stocking the pantry, getting enough volunteers and supplies of food would need to be carefully looked into.

Malcolm Green asked if anyone was interested in finding out more, they speak to Grant Kennedy after the meeting.

#### **5. Auditors Report and Presentation of 2021-2022 Annual Accounts**

S Wilson presented the 2021- 22 Annual Accounts on behalf of Azets, Accountants.

S Wilson advised that this year the audit was carried out on a remote basis for and he would like to thank Marion, Gary and all staff for their assistance with this.

Members were informed the report was slightly longer than in previous years as there are new Auditor Standards this year which require the auditor to demonstrate the Association meets the requirements of the Scottish Housing Regulator and is able to conduct itself in an efficient manner. S Wilson confirmed all conditions had been met and the Association's finances continue to be in good shape. He advised members that it was a clean audit opinion again this year, with no cause for concern.

There were no questions and M Green thanked S Wilson and the audit team. M Green also thanked staff for their hard work and input into the audit.

## **6. Re-appointment of Auditors**

M Green proposed that Azets be re-appointed as Auditors for 2022- 23.

Members approved the proposal and Azets were therefore re-appointed as Yorkhill Housing Association's Auditors for 2022-23.

## **7. Election of Management Committee**

M Menabney reminded members that as per the Associations rules, a third of elected Management Committee members were standing down.

Y Alexis, W Docherty and G Mattu (Co-opted) had retired from the committee and were all seeking re-election.

3 completed nominations had been received from J Wilson, N Fitzgerald and B Hanley.

This year there are ten vacancies on the Management Committee. All three retiring members seeking re-election are duly re-elected. And all 3 new nominations are duly elected.

M Green advised it was vital to the viability of the Association to keep Management Committee numbers up. M Menabney advised G Kennedy and the Housing Management Team were striving for more tenant participation.

## **8. Prize Draw Winners**

The prize draw took place and the winners were  
A Black

N Wilson

H Lowe

They each win a £40 voucher for the store of their choice.

This concluded the business of the 2022 Annual General Meeting and the meeting closed at 7.40pm.

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