

PUBLIC MINUTE OF THE MEETING OF LOREBURN HOUSING ASSOCIATION LIMITED HELD ON TUESDAY, 28 APRIL 2015 AT 6.30PM IN HUNTINGDON, 27 MOFFAT ROAD, DUMFRIES.

<p><u>PRESENT</u></p>	<p>John McNaught Brian Pattinson Derek Rodgers Maureen Farrell Jim Hogg Ronald Jardine Lynda Cameron Mike Jones</p>	<p>Convener Vice-Convener Secretary</p>
<p><u>ATTENDING</u></p>	<p>Lorraine Usher – Chief Executive Wendy McCracken – Director of Finance Andy Todman – Care & Repair Manager Lindsay Lauder – Investment Manager Ann Gordon – Assistant to the Chief Executive*</p> <p>* Minute Taker</p>	
<p><u>1. APOLOGIES</u></p>	<p>John Ross Robin Wishart</p>	<p><u>ACTION</u></p>
<p><u>2. DECLARATIONS OF INTEREST</u></p>	<p>Office Bearers, Ms Farrell & Mr Jones: Directors of Loreburn's subsidiary company Dumfries & Galloway Homes. Ms Farrell also noted interest in Devorgilla House via the Big Burns Supper.</p>	
<p><u>3. SIGNING OF PREVIOUS MINUTE</u></p>	<p>On the proposition of Mr Jones, seconded by Mr Pattinson, the minute of the meeting held on 31 March 2015 was unanimously APPROVED.</p>	
<p><u>4. MATTERS ARISING</u></p>	<p>A verbal update was given by the Investment Manager.</p>	
<p><u>5. CONVENER'S REPORT*</u></p>	<p>The Convener gave a verbal report.</p>	
<p><u>6. CHIEF EXECUTIVE'S REPORT*</u></p>	<p>The Chief Executive gave a verbal report.</p>	
<p><u>7. STANDING ORDERS UPDATE</u></p>	<p>Members:</p> <ol style="list-style-type: none"> 1. APPROVED amendments to the Standing Orders. 2. APPROVED the signatories as detailed in the report. 	<p>CE</p>
<p><u>8. EXECUTIVE MANAGEMENT TEAM UPDATE REPORT*</u></p>	<p>Members NOTED the Report.</p>	
<p><u>9. POLICY UPDATE*</u></p>	<p>Members:</p> <ol style="list-style-type: none"> 1. Following review and discussion, APPROVED the following policies: <ul style="list-style-type: none"> ▶ Rental & Service Charge Policy ▶ Factoring Policy ▶ Shared Ownership Policy ▶ Void Management Policy ▶ Amendment to Appendix 1 of the Travel & Expenses Policy 2. NOTED the remainder of the report. 	<p>DF</p>
<p><u>10. TENDER REPORT*</u></p>	<p>Members APPROVED the Report.</p>	
<p><u>11. RISK MAP REVIEW*</u></p>	<p>Members NOTED and APPROVED the Risk Map updates.</p>	<p>DF</p>

<p><u>12. DEVELOPMENT UPDATE*</u></p>	<p>Members NOTED the Development Update.</p>	<p>IM</p>
<p><u>13. MINUTE ACTION PLAN</u></p>	<p>Members NOTED the content of the Minute Action Plan.</p>	<p>CE</p>
<p><u>13. AOCB</u></p>	<p>Members NOTED other items of business</p>	
<p><u>DATE OF NEXT MEETING</u></p>	<p>Management Committee: 26 May 2015 at 6.30pm</p>	
	<p><i>The meeting closed at 8.00pm</i></p>	

* Confidential items relating to personal information or commercial transactions are omitted from the public minute.