

MINUTE OF THE MEETING OF LOREBURN HOUSING ASSOCIATION LIMITED HELD ON TUESDAY 28 JUNE 2016 AT 6.30PM IN HUNTINGDON, 27 MOFFAT ROAD, DUMFRIES.

Present: John McNaught (Convener)
Derek Rodgers (Secretary)
Iain Fergusson
Jim Hogg
John Ross
Lynda Cameron
Maureen Farrell – until item 10
Mike Jones
Robin Wishart
Russell Brown

Attending: Lorraine Usher (Chief Executive)
Sue Thiele (Interim Finance Consultant) – left after item 13
Becky Shields (Supported Housing Manager)
Clare Langman (Development Manager)
Pete Paton (Asset Manager)
Ann Gordon (Assistant to the Chief Executive)*

*minute

	Action
<p>1 <u>Apologies</u> Brian Pattinson, Peter Ward, Ronald Jardine</p>	
<p>2 <u>Declarations of Interest</u> Office bearers, Ms Farrell, Mr Jones and Mr Fergusson – Directors of Loreburn’s subsidiary company Dumfries and Galloway Homes.</p> <p><i>All staff, excluding the Chief Executive left the meeting.</i></p> <p>A confidential minute of the discussion was recorded.</p> <p><i>All staff returned to the meeting.</i></p> <p>The Convener noted the agenda would be taken out of the order stated.</p>	
<p>3 <u>Customer Satisfaction Survey 2016</u> This item has been rescheduled for the July committee meeting.</p>	
<p>8 <u>Convener’s Report</u> The Convener gave a verbal report.</p>	
<p>9 <u>Chief Executive’s Report</u> The Chief Executive gave a verbal report.</p>	

<p>13</p>	<p><u>Finance Report and Management Accounts (Quarter 4)</u> The Interim Finance Consultant spoke to the report and accounts.</p> <p>Members:</p> <ul style="list-style-type: none"> • NOTED the report 	
<p>4</p>	<p><u>Supported Housing Young People’s Service Review</u> The Supported Housing Manager showed a video reviewing the supported housing service and outlined the proposed improvement programme.</p>	
<p>5</p>	<p><u>Signing of Previous Minute</u> On the proposition of Ms Farrell, seconded by Mr Rodgers the minute of the meeting held on 31 May 2016 was unanimously approved.</p>	
<p>6</p>	<p><u>Minutes for Noting</u> Members noted the minutes of Dumfries and Galloway Homes held on Tuesday 31 May 2016.</p>	
<p>7</p>	<p><u>Matters Arising</u> <i>Management Committee (31 May 16)</i> There were no matters arising.</p> <p><i>Dumfries and Galloway Homes (31 May 16)</i> There were no matters arising.</p>	
<p>10</p>	<p><u>Executive Management Team Report</u> The Chief Executive took Members through the report.</p> <p>Members:</p> <ul style="list-style-type: none"> • AGREED to the general consent disposal of 3c Swans Vennel, Dumfries to Dumfries and Galloway Council for a period of 3 years from 1 July 2016 until 30 June 2019. • NOTED the report. 	
<p>11</p>	<p><u>Flooding Report</u></p> <p>Members:</p> <ul style="list-style-type: none"> • APPROVED the recommendations within the report. • NOTED the report. 	
<p>12</p>	<p><u>Asset Management Report</u> The Asset Manager took members through the report.</p> <p>Members:</p> <ul style="list-style-type: none"> • APPROVED delegated authority for Asset Manager to accept the tender for cyclical painting with future homologation at July meeting. • AGREED a framework approach to adaptations as recommended within the report. • NOTED the report 	
<p>14</p>	<p><u>Minute Action Plan</u> The Chief Executive noted amendments to the action plan.</p>	

<p>Members:</p> <ul style="list-style-type: none"> • REVIEWED and NOTED the minute action plan. <p>15 <u>Any Other Business</u> <i>AGM</i> Members AGREED the AGM will be held at the Caledonian Hotel on 6 September 2016 at 7.00pm.</p> <p><i>Bank mandates</i> Members AUTHORISED the Convener to sign bank mandates to update signatories on both Loreburn Housing Association accounts and its subsidiary Dumfries and Galloway Homes.</p> <p><i>Loreburn Great Celebration</i> A staff day will take place on Friday 2 September 2016. The office will be closed on this date.</p> <p>Convener made a presentation to Chief Executive from Management Committee members as a token thank you for the hard work completed over past year.</p> <p><u>Dates of Next Meetings</u> Health and Safety Sub-committee – Tuesday 5 July 2016, 5.30pm Management Committee – Tuesday 26 July 2016, 6.30pm</p> <p><i>The meeting closed at 8.25pm</i></p> <p><i>Confidential items relating to personal information or commercial transactions are omitted from the public minute.</i></p>	<p>CE</p>
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