

# Blairtummock Housing Association

## Minutes of the Management Committee hybrid meeting held on Thursday 3<sup>rd</sup> March 2023 @ 6pm at 45 Boyndie Street & via Microsoft Teams

### Present:

Irene Black  
Catriona Jamieson  
Donna Lang  
Donna Miller  
Betty McGill  
Margaret Pirrie  
Gary Wood, Chairperson

### In Attendance:

Scott McCready, Wylie Bissett, Part Meeting  
Della McKelvie, PA/Office Manager  
Jacqui O'Rourke, Director

### Action

#### 1.0 Apologies

1.1 Apologies received on behalf of Mandy Morgan.

#### 2.0 Declarations of Interest

2.1 Donna Miller & Gary Wood both declared an interest in BRO.

#### 3.0 Minutes of Previous Meetings:

##### 3.1 Office Bearers – 25<sup>th</sup> January 2023

The above minutes were approved by Gary Wood and seconded by Donna Miller.

##### 3.2 Management Committee – 2<sup>nd</sup> February 2023

The above minutes were approved by Margaret Pirrie and seconded by Betty McGill.

##### 3.3 Finance & Audit Sub-committee – 8<sup>th</sup> February 2023

The above minutes were approved by Donna Miller and seconded by Irene Black.

##### 3.4 Blairtummock & Rogerfield Opportunities – 9<sup>th</sup> February 2023

The above minutes are for information only.

### **3.5 Office Bearers – 22<sup>nd</sup> February 2023**

The above minutes should state 22<sup>nd</sup> February not 22<sup>nd</sup> March in initial heading. With this change the minutes were approved by Gary Wood and seconded by Donna Miller.

## **4.0 Matters Arising**

### **4.1 Update on GCC Temporary Furnished Flats**

Property at [REDACTED] has been returned.

Director and Senior Housing Officer met with TFF staff last week to discuss concerns around how tenants are behaving and how this impacts on the Association's reputation.

4.2 5 year projected budgets redistributed now that the rent increase of 5% has been approved. All rent increase letters have now been sent.

### **5.0 Scott McCready, Risk Presentation**

5.1 Scott was in attendance to carry out a presentation on risk for Management Committee. Presentation slides to be issued to all Management Committee members.

### **6.0 Review of Business Plan**

6.1 Director advised that the tenant satisfaction survey has now been complete once report is complete the business plan will be updated.

Director advised that an Business Plan is due to be audited this year by Wylie Bissett.

### **7.0 BRO Business Plan Approval**

Chairperson queried the predicted loss stated within the minutes. Director advised that it just a loss on predicted earnings not the subsidiary made a loss overall.

### **8.0 Quarterly Dashboard Report**

8.1 Above report was noted.

## **9.0 Health & Safety**

### **9.1 H&S Manual Section 2.10 – Contact Details**

Management Committee noted staff have discussed above and no concerns raised.

### **9.2 H&S Manual Section 2.11 – Kitchen Safety**

Management Committee noted staff have discuss above and no concerns were raised.

## **10.0 Review of Action Plans**

### **10.1 Equalities Action Plan**

Action plan & training delayed due to Consultant's long term illness. Consultant hoping to attend April or May Management Committee meeting.

### **10.2 Tenant Participation**

Management Committee approved the above action plan.

### **10.3 Sustainability**

Management Committee approved the above action plan.

## **11.0 Representative Bodies Feedback**

### **11.1 EVH**

Management Committee discussed Consultation report and agreed to add both items to terms and conditions. Noted at present the Association do not have a Mental Health First Aider but if this changes in future happy to pay allowance. PA/Office Manager to respond on behalf of Chairperson.

### **11.2 EHRA**

Planning day feedback received.

### 11.3 **SFHA**

Training information issued via email. .

### 11.4 **SHR**

Association's contact officer has advised that she will be retiring later this year.

### 11.5 **SHARE**

Training information issued when received.

## 12.0 **Correspondence Report**

No correspondence.

## 14.0 **Any Other Competent Business**

### 14.1 **Funding – Energy Flyers**

Director advised that all energy funding flyers have been distributed, tenants can claim £30 cash payment for fuel and then have can also express an interest in cooking/energy efficiency items for their home. The remainder of the grant funding will be used to purchase these items.

### 14.2 **Action Log/Decision Log**

Chairperson advised that Office Bearers had agreed to implement the above.

### 14.3 **Policy – Electrical Points**

Office Bearers have requested that a policy either be amended/implemented advising that no electricity can be fitted in summer houses/sheds but electrical points can be fitted for mobility scooters/electric cars.

**Meeting closed at this point.**

**Della McKelvie**  
**March 2023**

Chairperson: \_\_\_\_\_