



Parkhead Housing Association

Minutes of the Board meeting held on Wednesday 24th August 2022 in the Boardroom, Parkhead Housing Association, 40 Helenvale Street, G31 4TF

Present: Liz Kennedy, Fatih Vursavas, Jon Cowlan, Robert Donnelly, Susan McKeown, John Ferguson, Margarita Fernandez, Adele Edwards, , Izabela Trzcielinska

In Attendance: Aileen McGuire, Laurie Boles, Myles Millar, Nicola Paul, Andy Duffus, Gerry Casey, [REDACTED – PERSONAL DATA] (RSM) and Matthew Reid

1. **WELCOME & APOLOGIES**

Apologies were received from James Reilly, John Buchanan, Debbie Brogan, Hayley Swanson, Tim McGraw, and Kimberley Barker.

2. **MINUTES OF THE PREVIOUS MEETING**

The minutes were moved by Liz Kennedy and seconded by John Ferguson

3. **MATTERS ARISING**

Whitby Street Consultation – The Director of Development and Corporate Services provided the Board with an update regarding the process underway to develop the Whitby Wood site.

4. **MINUTES FOR NOTING**

The following minutes were noted by the Board –

1. PDC Minutes - 4th May 22
2. PLC Minutes - 4th May 22

5. **DECLARATIONS OF INTEREST**

Susan McKeown & Liz Kennedy – Parkhead Development Company

7. **EXTERNAL BODIES FEEDBACK**

John Ferguson provided the Board with an updated regarding EVH.

8. **ITEMS FOR APPROVAL**

Annual Accounts – The Finance Manager introduced the audited financial statements to the Board and welcomed [REDACTED – PERSONAL DATA] to the Board who attended from the Association’s auditors RSM. The Finance Manager highlighted a couple of points within the accounts, specifically incorporation of gift aid due from the two subsidiaries which totalled an additional £78k of income and a review of the components and fixed assets which resulted in £44k of depreciation resulting in a net increase in the overall surplus of £34k. The Finance Manager also highlighted the figures related to total income, cash balance and assets for the Association, all of which were very healthy.

[REDACTED – PERSONAL DATA] from RSM presented the Board with the audit findings report. It was noted that there were no significant findings from the audit process. [REDACTED – PERSONAL DATA] presented the executive summary on page 3 to the Board which confirmed there were no further queries for the Association’s finance team. [REDACTED – PERSONAL DATA] also took the Board some of the risks that were highlighted within the audit findings report.

The Board also noted that unlike previous years there is no requirement for a letter of support from PHA relating to PLC and PDC as both subsidiaries are on an upwards trajectory.

Some further general discussion took place and the Board took this opportunity to thank the finance team for all their efforts in producing the audit information. The Board then agreed to approve the accounts.

AGM Arrangements – The Corporate Services Manager presented the Board with a report regarding the arrangements for the forthcoming Annual General Meeting. It was noted that the meeting would be taking place on Thursday 22nd September at Parkhead Congregational Church at midday. With regards to the Board composition the Board noted that one third of Board elected Board members are required to stand down as are the Association’s co-optees. This includes John Buchanan, Izabela Trzcielinska and Susan McKeown from the elected members and our co-optees Debbie Brogan, Haley Swanson and Kimberley Barker.

The Board also noted that the Association has been notified that Tim McGraw, Margarita Fernandez and John Ferguson will be standing down

ahead of the AGM.

With John Buchanan, Izabela Trzcielinska and Susan McKeown seeking re-election that would leave the Board with 3 elected member vacancies. The Board have been notified of 2 potential nominations to the Board. It was noted that Tim has provided apologies for his 4th Board meeting in a row and therefore our rules would stipulate that he would have to step away from the Board.

The Board have advised that the nominations process is already underway with initial notifications being sent out to the Shareholders on 10th August.

Some further general discussion took place and the Board confirmed the application of the 9 year rule to Board member Susan McKeown who is due to stand down. The Board also noted the confirmation of rules 62-67, approved the Annual Report for distribution to the Board and approved the schedule of meetings for 22/23.

Membership – The Board approved the applications for membership contained within the paper.

PDC Board Recruitment – The Board approved the appointment of Pamela Stewart to the Board of PDC.

9, **ITEMS FOR NOTING**

Appraisal Action Plan – The Board noted the appraisal action plan update provided by the Corporate Services Manager.

Governance Review Action Plan – The Board noted the governance review action plan and also noted that the Chief Executive will be meeting with the Scottish Housing Regulator on 26th August 2022.

Estate Projects – Senior Housing Officer Nicola Paul took the Board through an update report relating to a number of estate projects currently taking place throughout Parkhead. This includes some of the work at Whitby Wood, Quarryknowe Street, Sorby/Southbank Street, Fire Station site and the forthcoming Pantry Garden project.

Social Purpose / Café Update – A short report was presented by the Corporate Services Manager to advise the Board of the Decision by Unity Enterprise to withdraw from the Schoolhouse Café. The Board expressed their disappointment at this decision and noted that a meeting with Senior Staff would be taking place on 1st September to discuss options with more detailed updates to follow.

Tenant Satisfaction Survey Action Plan – The Board noted the update regarding the tenant satisfaction survey action plan.

10. **AOCB**

Anti-Social Behaviour – Adele Edwards raised an issue that some members of the community have been becoming more concerned regarding anti-social behaviour in the area in particular Knife Crime. It was agreed that the Association would continue to monitor this in conjunction with the police.

Assurance Statement – The Board were reminded to log into Decision Time and review the documentation associated with PHA's assurance process.

The meeting closed at 7.45pm