

Blairtummock Housing Association

Minutes of the Management Committee meeting held on Wednesday 13th March 2024 @ 6pm, Hybrid meeting at 45 Boyndie Street, G34 9JL & via Microsoft Teams

Present

Catriona Jamieson (Chair)
Jim Kane
Margaret Ann Kelly
Donna Miller
Betty McGill
Margaret Pirrie
Jason Thet

In Attendance

Della McKelvie, PA/Office Man (Mins)
John King, Housing Services Manager
Liam Boland, Observer
Claire Reynolds, Observer

Absent

N/A

Special Leave

Irene Black

Prior to the start of meeting observers Liam and Claire were welcomed.

Action

1.0 Apologies:

1.1 Mandy Morgan tried to join the meeting remotely but due to technical issues with office equipment could not be connected so apologies had to be submitted due to this.

2.0 Declaration of Interest:

2.1 Catriona Jamieson declared an interest in Agenda Item 7 – BRO Business Plan.

2.2 John King and Della McKelvie declared an interest to be raised Agenda Item 9.1 – EVH – Salary Negotiation.

3.0 Minutes of Previous Meetings:

3.1 Blairtummock and Rogerfield Opportunities – 1st February 2024

The above minutes were for information only.

3.2 Management Committee – 8th February 2024

The above minutes were approved by Catriona Jamieson and seconded by Donna Miller.

3.3 Finance & Audit Sub-committee – 21st February 2024

The above minutes were approved by Donna Miller and seconded by Catriona Jamieson.

4.0 Matters Arising:

4.1 Update on GCC Temporary Furnished Flats

4.1.1 No new incidents have occurred.

4.1.2 Housing Services Manager confirmed that the Exit Strategy in South Rogerfield will be discussed at next meeting Housing Management & Maintenance is on agenda.

4.2 Meeting Log – 8th February 2024

Committee noted the content within the log.

Previous meeting Committee had discussed EVH Salary negotiations and Chairperson had returned the ballot paper, since then EVH have advised there was an error in this paper and after discussions with Union a new ballot paper will be brought to Committee to respond to.

4.3 Solar Panels

4.3.1 Management Committee had requested further information on the life span of the solar panels and costs for cleaning at the last meeting. Housing Services Manager provided information requested and Management Committee were satisfied with

progressing with the project but wish the Association to go to tender so have quotes from other organisations.

5.0 Decree

5.1 Management Committee discussed report at length with following taken into consideration:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Management Committee approved actioning the Decree.

6.0 Review of Action Plans

6.1 Equalities

Housing Services Manager reminded Committee of delay to progress due to consultant illness.

Next stage of action is to issue survey to all tenants. Thereafter further training will be organised for staff members that will work on the policy.

6.2 Tenant Participation

Housing Services Manager advised that the Association have now set up a Facebook page which is not mentioned on the action plan. This has been advertised on our Twitter page and a text message sent out inviting tenants to join page. The page has been set up for information only purposes.

Management Committee approved the action plan.

6.3 Tenant Satisfaction Survey

Outstanding action point – Office Opening Hours

Management Committee note the foot fall to office has changed since pandemic with less visitors, but there are concerns that some service users may be missing opportunity to see staff members face to face. It was agreed that before a decision is made that a survey is issued to all tenants via text message with just the two following questions:

1. Are you happy with the current office opening hours?
2. Would you wish the current office opening hours to be increased?

Although we do not have a mobile telephone number for all tenants this will cover vast majority of tenant's opinions.

Action plan approved.

6.4 Sustainability

Error in action plan – states that solar panel project has been approved when it has not. With this amendment the action plan was approved.

7.0 BRO Business Plan Approval

7.1 BRO Board have approved the annual review of the 2021 – 2024 Business Plan and this now has to be presented to Management Committee for consideration.

7.2 Purpose of the report is to provide Committee with an update on progress towards completion of the 2021-24 BRO Business Plan. Management Committee noted content within the report.

8.0 Health & Safety Sub-committee

8.1 The following sections from Health & Safety manual were distributed:

- Section 3.8 – Noise
- Section 3.9 – Display Screen Equipment

Both have been issued to all staff in last quarter with no changes requested.

9.0 Representative Bodies Feedback

9.1 EVH

Monthly update attached to papers & Annual Conference noted.

Della and John left for Management Committee to discuss the EVH – Salary Negotiations correspondence and returned once discussions ended.

Catriona will email response to EVH.

9.2 EHRA

No update.

9.3 SFHA

Weekly updates continued to be emailed to all Management Committee.

9.4 SHR

No update.

9.5 SHARE

Emails regarding training continue to be issued.

10.0 Correspondence Report

10.1 No correspondence

11.0 Any Other Competent Business

11.1 Nursery

Housing Services Manager advised that Stepping Stones for Families have given notice to quit the nursery. The Association have been contacted by another organisation Tumble Tots who have an established nursery in Wellhouse showing interest in the site. Tumble Tots have requested works that are acceptable to the Association but have also requested a 3 month rent holiday to get established. The initial lease will be for a 12 month period, £18800 per annum for rent.

After discussion Management Committee felt that this was too much rent to loose and offered the nursery the opportunity to pay the annual rent over a 9 or 10 month period.

11.2 **Management Committee – Whatsapp Group**

Office Manager advised that there is now an office phone which has Whatsapp group set up to communicate with all Management Committee together and quickly, moving away from individual text messages. All Committee are encouraged to use the group and advise of any apologies etc for meetings.

11.3 **Website – Committee Area Login**

Office Manager advised that the committee area was now on the Association's website. Tomorrow emails will be sent out with log in details to all Management Committee. At present past papers, minutes, committee induction pack are on website with notifiable events information more information will be added and if Committee Member have specific information they want included they will advise,

It was agreed to add the Meeting Logs from previous meetings to the website also.

As there was no further business to discuss the meeting closed at this point.

Chairperson: _____