MINUTE OF THE ANNUAL GENERAL MEETING
HELD ON
TUESDAY 15 SEPTEMBER 2020 AT 6.00PM
BY GOOGLE MEET

Present:
Susan McDonald (SMcD) (Chair)
Gavin Smith (GS)
Tom Allan (TA)
John Flynn (JF)
Tom Dougan (TD)
Andrew Gibb (AG)
Alan Johnston (AJ)
Isobel Muirhead (IM)
Mark McLintock (MM)

In Attendance:
Andrew Saunders (AS)
Nick Clark (NC)
Colin McInnes (CMcI)
Dave Roberts (DR) (Chiene & Tait)
Joanne Cargill (JC) (Minutes)

	ITEM	ACTION
1.	**Welcome** Susan welcomed everyone to the meeting.	
2.	**Notification of Apologies** No apologies were received.	
3.	**Approval of the Minutes of the AGM held on 17.09.19** The minutes of the AGM held on 17 September 2019 were approved by JF, seconded by AG and adopted as a true record of the meeting.	
4.	**Matters Arising** No matters arising.	
5.	**Chairperson's Report** I am delighted to provide this report at the end of my fifth and final year as Chair of Ore Valley Housing Association. The past year has been extremely challenging on a number of fronts and despite these challenges we have managed to achieve a great deal.	

	We continue to recognise the high levels of need for good quality affordable rented housing and we were delighted to see construction work commence on 27 new homes in Lochgelly and a further 21 in Cardenden. We have a number of projects in various stages of the development process which could see a number of sites brought forward over the next 2-3 years which may deliver approximately 150 much needed new homes across our main area of operation. Last year I reported on one of these projects, the old Miners Institute in Bowhill, which is of very great historic importance to the people of Cardenden and to Ore Valley Housing Association. This project has been far from straightforward although we are hoping to overcome the many challenges to begin construction work during the course of the next financial year 2020/21. As well as new development we are of course determined to ensure that our existing housing stock is maintained to a high quality through ongoing annual maintenance programmes, we were delighted that during the course of the year we were able to complete our programme of shower installations. Every Ore Valley property now has a shower. We also continued with our rolling programme of kitchen upgrades, electrical testing and external paintwork. We have continued to develop our tenancy support work and our Tenancy Support and Welllbeing Officer has been very successful in supporting our tenants to resolve a wide range of issues at very challenging and stressful moments. It is our intention to continue to develop this work in future as the organisation renews its focus on equality and social justice. It is impossible to complete my report without making reference to the impact of the COVID-19 pandemic which led to national lock-down during the latter part of this reporting year. Ore Valley HA was very well prepared with systems in place to provide a relatively smooth transition for staff to work from home and maintain the valuable services provided to our tenants. It is difficult to predict when, if ever, all services will return to be delivered in the way we have traditionally provided them. We will learn from our experiences and take any positives where we can to develop and improve the way in which we do things. It has been an eventful and challenging year and I would like to thank my fellow Board Members, who give their time voluntarily, for their exceptional support and input and also the staff team at Ore Valley for their hard work during the course of this difficult year. Susan thanked Gavin for stepping in as Chair on a few occasions in the last year.	

6.	**Financial Report** Dave Roberts presented the financial report. The accounts were approved and signed off by the Board. DR talked through some of the highlights for the year:- 25 pages ● Turnover £3.5m. ● Net surplus of £135k. ● Pension valuation £344k positive. ● Total income for the year £480k. ● £31.4m housing properties. ● £825k reserves. ● £2m in bank at year end. Strong cash position. Housing developments over the next few years. Any questions? None. The Chair thanked DR for the financial report.	
7.	**Appointment of Auditors** We are required to appoint auditors at each Annual General Meeting. Bird Simpson carried out the audit satisfactorily this year. The Board discussed this prior to the meeting and the proposal is for Bird Simpson to be appointed for another year. Good service from Bird Simpson. This was approved by those attending the meeting.	
8.	**Election of Board** The Chief Executive explained that in accordance with the current rules, a third of Board members are obliged to stand down and may then stand for re-election. This applied to Tom Dougan, Mark McLintock and Tom Allan this year. All are eligible to stand for re-election. All indicated their willingness to be re-elected and given the number of members on the Board, all 3 were duly elected unopposed. No other nominations for the Board. There is an advert out for new Board members to fill casual vacancies as quickly as we can. Compliant with the rules.	

	Nomination papers were sent out to all members. No nominations were received. We are allowed 15 on the Board, so if you know of anyone interested in joining the Board please contact us. We have a number of vacancies. We can co-opt anyone interested in joining the Board during the course of the year. AS can speak to anyone who is interested in becoming a Board member. AS advised that there is no age requirement, you just need to be over 18 years of age.	
9.	**Chief Executive Officer's Report** Andrew Saunders gave his report which focussed on the future going forward. Once again this year there is great uncertainty when trying to predict what the future may hold with the impact of COVID on public health, business and the economy is profound and the extent of the effects of the pandemic is uncertain, however it is likely that they will be widespread. We are learning lessons from how we have been able to change our practices to deliver services effectively resulting from the limitations placed upon us by the pandemic and we will use these lessons to plot a course of continuous improvement. Despite this time of uncertainty and continuing economic pressures we continue to look ahead with a commitment to increasing our housing provision, our involvement in community initiatives, improving the quality of our existing homes and associated services. The Board has considered and approved updated strategic objectives for Ore Valley HA focussed around the themes of; Equality and Social Justice, Housing Quality, The Environment, Sustainability and Service Improvement all supported by the presence of a strong corporate core. Over the coming weeks and months we will be working to ensure our organisation is structured in such a way so that we are able to develop work streams and projects to ensure that we can make a difference in these areas. **Our main objectives for the next year are :-** ● To hold equality and social justice at the heart of what we do.	

	• To provide more homes. • To provide better homes. • To improve our services. • To develop a strong corporate core. We look forward to a busy year ahead and welcome comments and views on all aspects of the service we provide. AS concluded his report and asked for any questions or queries. The Chair thanked Andrew for his report.	
10.	**Open Forum** No questions raised.	
11.	**A.O.C.B.** No other competent business. Susan thanked everyone for attending the meeting and the AGM was drawn to a close at 6.25pm. The Board thanked Susan for being an excellent chairperson for the last 5 years.	