

ORE VALLEY HOUSING ASSOCIATION

**Minute of the Annual General Meeting
held at
Ore Valley Business Centre, Lochgelly
on
Saturday 14th September 2013 at 12.30pm**

Present:

Thomas Allan, Sandra Brown, Peter Graham, Keith Pattenden, Harold Webster, Patricia Webster, Joan Reid, Richard Malyon, Richard Tubbritt, John Wilson, Tom Dougan and Rosalind Eals.

In Attendance:

Nick Clark (Business Development Manager), Murray Dalgety (Bird Simpson & Co), Ann Millett (Finance Manager), Andrew Saunders (Chief Executive Officer), Kittaya Sung (Housing Officer), Kerry McLeod (Corporate Support Manager), Joanne Cargill (Executive Support Officer), Vicky Murdoch (Business Development Assistant), Ryan Doyle (Modern Apprentice), Kerry Curtis (Finance Assistant), Karen Burt (Housing Officer), and Maryjane Elder (Corporate Support Officer).

1. WELCOME

Keith Pattenden (Vice Chair) welcomed those present and opened the meeting.

2. APOLOGIES

Apologies were received from Dave Roberts (Chiene & Tait), Alan Davidson (Chair), Myra Donaldson (Secretary), Susan McDonald, Kenny Shand, Tom Nisbet, Teri Grubb, Keith Marley, Alex Anderson and Mark McLintock.

3. APPROVAL OF THE MINUTES OF THE AGM HELD ON 15/09/2012

The minutes of the AGM held on 15th September 2012 were approved by Tom Allan, seconded by Peter Graham and adopted as a true record of the meeting.

4. MATTERS ARISING

No matters arising.

5. CHAIRPERSON'S REPORT

Keith Pattenden (Vice Chair) read the Chair's report in Alan Davidson's absence.

It has been a difficult and challenging year for the Association and tenants. The overall economic position across the country and the consequent cuts in national and local government spending together with changes in the housing benefit system have had a deep and adverse impact.

In the past year, we saw another decrease in the number of new house completions with the 14 units at Craigie Gardens, Ballingry being the only development. Next year, our only new development will be 18 units in the 2nd phase at South Street, Lochgelly.

Improving repair services and a new partnership arrangement should provide a better more cost effective service for tenants.

Throughout the year, we have continued with programmes of maintenance and improvement to our existing stock, including replacement of kitchens and central heating and the upgrading of electrical installations. We also commenced a major programme of external wall cladding and new roughcast, which will improve the energy efficiency of the properties as well as lifting the appearance of the street.

The Cardenden Heat and Power project and the Fife Community Wind Project are both ongoing.

During the year we have supported a wide range of community groups and will continue to do so, but it is our hope for the future that we can involve more tenants in the work of the Board.

Finally, Keith thanked his fellow Board Members, volunteers and staff of the Association for their hard work, support and encouragement throughout the year.

6. FINANCIAL REPORT

Ann Millett presented the Financial Statements for the year ended 31 March 2013. These are the consolidated accounts that were approved by the Management Committee and audited by Bird Simpson. The accounts are set out as prescribed by law.

Ann highlighted the following points from the accounts:-

- The accounts show a surplus of £66k for the year which includes savings on repairs and maintenance costs due to timing of work carried out, and lower loan interest payments than expected.
- Rental income was £2.2m for the year.
- Arrears for current tenants at the year end was £77,000.
- Voids came in under budget by £6,000.
- Management costs were higher than budgeted which was partly due to two temporary members of staff.
- A total of £5,000 management fees were re-charged to subsidiaries.
- The six retail units in Lochgelly provided a net income of £18,000.

Ann referred to page 8 of the Annual Report for further information.

Questions were invited from those present.

Mr Webster asked if the shops and flats in Main Street, Lochgelly were viable. Ann confirmed that £18,000 income was made from the retail units this year.

The Chairman thanked Ann Millett for the financial report.

7. APPOINTMENT OF AUDITORS

Following a tender exercise last year, Bird Simpson were reappointed to complete the audit in the year forward.

8. ELECTION OF COMMITTEE

The Chief Executive Officer 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 Myra Donaldson, Rosalind Eals and Tom Nisbet this year. Myra, Rosalind and Tom all indicated their willingness to be re-elected and were re-elected unopposed. This leaves only 10 Board members on the Board, therefore we are actively seeking new members over the coming weeks and months. Andrew encouraged those present to approach him if interested.

Tom Allan indicated that Richard Malyon may be interested in becoming a member of the Board. Richard Malyon confirmed that he would be interested. This will be followed up following the meeting today.

9. DIRECTOR'S REPORT

Andrew Saunders talked about the challenges ahead.

In the past year we have seen the slowing down of the development programme. The Association's only current new housing development is a 2nd phase of 18 units at South Street in Lochgelly. No further development in the pipeline. We are however, continuing to explore alternative tenures through Ore Valley Enterprises Ltd, similar to the development at Rosewell Drive, Lochore. This may be the way forward. Demand for social housing does continue to grow according to the Fife Housing Register.

The Tenant Satisfaction Survey will be looked at further and reports developed to provide information on services that highlighted some concerns. We will look at the results shown under the 'quality of the home' and investigate a bit further the principle issues where we need to focus investment in the future. Value for money will also be looked at more closely with regard to rent paid by tenants and the service they receive.

Andrew finished off intimating that the years ahead are likely to be extremely challenging economically. We will continue to enhance our work with communities and as always we will strive to do the best we can.

10. Open Forum

- Peter Graham asked for an update on CHAP and Fife Community Wind.

Andrew advised that planning consent is in place as well as the SEPA licences for CHAP. The financial aspect of the project is now the challenge. We have received a conditional offer of ERDF of £3.63m towards the cost of the project. Warm Homes Fund also offers low cost loans. Two different banks are interested in the project. It is hoped to reach financial close by March 2014. Additional technical work will then be carried out. Work could commence quickly thereafter. It would then be 18 months for completion of the project.

Planning applications have been submitted for Dundonald and East Fife Football Club sites. It is hoped that we hear the results of these applications in September/October this year. The planning application for the third site at Diageo is ready to be submitted in the next month.

It is hopeful that we get consents for all three sites.

It has taken much longer than anticipated to get to this stage but lessons have been learned.

- Julie Wallace asked about the pile of logs stored at the Purvis site.

Andrew advised that the logs that can be seen from the road have nothing to do with OVHA. They belong to Tullis Russell for the Biomass plant in Glenrothes.

11. A.O.C.B

Finally, Vicky Murdoch presented the awards for Ore Valley's Garden Competition 2013.

The winners of the Garden Competition were:

1st Prize: Joan Reid – Westfield Brae, Cardenden.

2nd Prize: Mr & Mrs Webster – Berry Street, Lochgelly.

3rd Prize: John Wilson – Craigside Road, Cardenden.

There was also a **Best Effort in Gardening** awarded to Albert Lorimer, Westfield Terrace, Cardenden.

This was followed by the raffle and the AGM closed at 1.30 pm.