

ORE VALLEY HOUSING ASSOCIATION LTD

MINUTE OF THE ANNUAL GENERAL MEETING HELD IN BOWHILL INSTITUTE, 145 STATION ROAD, CARDENDEN ON TUESDAY 14 SEPTEMBER 2004 AT 7.00PM

Present:

Kay Robinson; Cath Reilly; Rosalind Doyle; Sandra Brown; Ian Pattie;
Tom Allan; Frank Henshaw; Margot Doig; Willie Aitken; Myra Donaldson;
Alex Anderson; Peter Graham.

In Attendance:

Andrew Saunders (Director); Julie Watson (Corporate Support Manager);
Joanne Cargill (Corporate Support Officer); Colin McInnes (Housing
Officer); Karen Burt (Housing Assistant); Laura Herd (Housing Assistant
Trainee); Ann Millet (Finance Assistant); Frank Bunn (Technical Officer)
Dave Roberts (Chiene & Tait).

1. WELCOME

Kay Robinson (Chair) welcomed those present and opened the meeting.

2. APOLOGIES

Apologies were received from Murray Dalgety (Bird Simpson); Keith Pattenden and June Carswell.

3. APPROVAL OF THE MINUTES OF THE AGM HELD ON 09.09.03

The minute of the AGM held on 9 September 2003 was approved by Frank Henshaw, seconded by Tom Allan and adopted as a true record of the meeting.

4. MATTERS ARISING

None.

5. CHAIRPERSON'S REPORT

Kay Robinson's report highlighted some of the Association's achievements for the previous year, namely: the refinancing of the loans with the Royal Bank of Scotland; commencement of a rolling programme of door and window replacements; entering into a development agreement with Kingdom Housing Association to provide much needed housing for rent in Dundonald and the

Association's continued commitment to tenant involvement through the affiliation to FFOTRA and the Cardenden Tenants and Residents Association.

The Chair thanked staff and committee for their hard work and commitment during the year and confirmed that this will be her last year as Chair as she has decided to retire from the Association's Management Committee.

6. FINANCIAL REPORT

Dave Roberts of Chiene & Tait presented the Financial Statements to members and confirmed that the Committee and the Association's auditors, Bird Simpson, had approved these.

Dave talked through a number of issues highlighted within the Financial Statements.

Operating surplus of £38,707 for the year; Operating costs are higher due to expenditure relating to the door and window replacement contract and a one off fee to the Royal Bank of Scotland.

Kay Robinson thanked Dave Roberts for the Financial update.

7. APPOINTMENT OF AUDITORS

The Director explained that Bird Simpson, Dundee were appointed as the Association's external auditors last year and that the audit which they carried out went well. Following a review of their performance it was recommended that Bird Simpson be appointed for a further year. This was approved by the members present.

8. ELECTION OF COMMITTEE

The Director advised that due to personal commitments Kay Robinson and William Easson have decided to stand down this year. Nominations were received for Frank Henshaw; Cath Reilly and Rosalind Doyle who were elected unopposed.

The Director explained that there are a number of vacancies remaining and encouraged members to become more involved with the Association and join the committee. It was noted that if anyone is interested in joining then they should speak to the Director after the meeting.

9. **DIRECTOR'S REPORT**

Given Kay's retirement and as a token of the staff and committee's appreciation of the commitment and support she has provided, the Director thought it would be good to highlight the Association's achievements over the past 5 years.

- Name change and the expansion of the Association's area of operation.
- Performance audit by Communities Scotland, which resulted in the Association's performance grade changing from a C to a B
- Obtaining the Positive about Disability and Investors in People standards
- Completion of a Tenants satisfaction survey, which indicates improved levels of satisfaction.
- Extension of office and associated work to address disabled access issues
- Implementation of more advanced computerised systems
- Development and completion of 6 new flats for rent on the former Baptist Church site
- Lease empty business unit in Gammie Place, Cardenden
- Engaged in various wider role projects involving the community
- Being selected as Fife Council's preferred partner in Lochgelly to assist with the delivery of regeneration
- Providing support to various local projects including village fair, fireworks, football coaching
- Acquisition of 7 properties through the Empty Homes Initiative and 2 properties through the Mortgage to Rent initiative
- Obtaining charitable status which means that the Association is exempt from paying Corporation Tax, therefore freeing up money to help carry out planned maintenance works
- Implementation of Allpay - Rent Payment System
- Implementation of Scottish Secure Tenancy Agreement
- Participation in the Common Housing Register

The Director also advised that it is hoped that there will some newbuild opportunities in Lochgelly early next financial year.

10. **OPEN FORUM**

Peter Graham voiced his concerns regarding the poor condition of the footpath adjacent to his property. The Director explained that it is not clear whether or not Fife Council has adopted this area. Given this, the Association confirmed that they will contact Fife Council to try and resolve the issue.

11. **A.O.C.B.**

None.

Kay Robinson thanked all those present for attending and closed the meeting at 7.40pm.