

ORE VALLEY HOUSING ASSOCIATION

MINUTE OF THE ANNUAL GENERAL MEETING HELD IN BOWHILL HOTEL, CARDENDEN ON 9 SEPTEMBER 2003 AT 7.00PM

Present:

Kay Robinson; Jane Ireland; Frank Henshaw; Tom Allan; Mary Marshall; Myra Donaldson; Alex Anderson; William Easson; Peter Graham; Margaret Bogie; Tamlin Pattenden; Alna Fraser; William Swanson; William Young; Patrick McCormack; Neil Ross.

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); Ann Millet (Finance Assistant); Raymond Campbell (Hillcrest Agency Services)

1. WELCOME

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

2. APOLOGIES

Apologies were received from Keith Pattenden and Joan Reid.

3. APPROVAL OF THE MINUTES OF THE AGM HELD ON 17.09.02

The minute of the AGM held on 17 September 2002 was approved 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 high level of tenant consultation and work involved in signing up all of the tenants to the new Scottish Secure Tenancy Agreement; the development of 6 amenity newbuild flats for elderly at the former Baptist Church site in Derran Drive;

The Chair thanked staff and committee for their hard work and commitment during the year.

6. FINANCIAL REPORT

Raymond Campbell of Hillcrest Agency Services presented the Financial Statements to members and confirmed that these had been approved by Committee and the Association's auditors.

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

Operating surplus of £365,438 for the year; Operating costs are higher due to the increase in maintenance costs of approximately £40,000; Void Maintenance costs higher due to the acquisition of 7 properties through the Empty Homes Initiative and Creditors have increased due to a loan repayment.

The accounts as presented were approved by Tom Allan and seconded by Frank Henshaw.

7. APPOINTMENT OF AUDITORS

The Director explained that, in accordance with Communities Scotland guidance, the appointment of external auditors has been subject to a cost/quality tendering exercise.

It was noted that 6 firms had been invited to tender with 4 accepting the opportunity to price for the audit service. As a result of the tendering exercise the Director sought approval from the members to appoint a new auditor, Bird Simpson, Dundee. It was agreed that the service will be reviewed on an annual basis, subject to a full retendering exercise within 5 years.

The appointment of Bird Simpson was approved by Peter Graham and seconded by William Easson.

8. ELECTION OF COMMITTEE

The Director advised that there are currently 9 members on the Committee however due to personal commitments Gordon Maxwell has decided to stand down this year. A nomination had been received for Frank Henshaw who was elected unopposed.

The Director explained that over the next few months steps will be taken to try and encourage members to become more involved with the Association and its work as well as trying to seek more members to join the committee

9. **DIRECTOR'S REPORT**

Andrew Saunders, Director confirmed a number of issues being considered by the Association at present.

Lochgelly Update –The timescale for the stock transfer ballot is January 2004. However, due to various delays including Fife Council and the Scottish Executive agreeing a valuation price for the housing stock this timescale seems unrealistic.

The Director advised that it is hoped that there will some Newbuild Opportunities early next financial year.

Staff Restructure - Purpose of the restructure is to focus resources to deliver an improved service to tenants.

Improved Tenant Consultation - OVHA will endeavor to engage with tenants and involve them in its work. As part of the process the Association has affiliated to Fife Federation of Tenants and Residents Association.

Major Maintenance – Various works being carried out namely, gas central heating contract to those properties with electric and solid fuel heating and Phase 1 of the Windows and door Replacement Contract.

New Development at Dundonald Park – Working with Kingdom Housing Association to develop 17 units for let by autumn next year.

Loan Re-financing – in an effort to maximise its income the Association is currently looking at refinancing options.

10. **OPEN FORUM**

Peter Graham asked why there seems to be an increasing amount of time spent dealing with Anti Social Behaviour complaints. Following discussion, the Director advised that various legislation changes have resulted in the increase of tenants' rights. Associations therefore face a number of obstacles making it very difficult to resolve matters quickly.

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

None.

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