ORE VALLEY HOUSING ASSOCIATION

MINUTE OF THE ANNUAL GENERAL MEETING HELD IN BOWHILL INSTITUTE, CARDENDEN ON 17 SEPTEMBER 2002 AT 7.00 P.M.

Present: Ian Pattie; Margaret Bogie; Keith Pattenden; Kay Robinson; William Easson; Alan Fraser; Thomas Barnes; Mary Marshall; John McHale; Myra Donaldson; Alec Anderson; June Carswell; David Carswell; Tom Allan; Frank Henshaw; Jane Ireland; Joan Reid; Peter Graham; George Reid; Janice Justice; Gordon Maxwell; Ada Henshaw

In attendance: Andrew Saunders (Director); Carolyn Hughes (Housing Manager); Elaine Simpson (Housing Officer); Joanne Cargill (Admin Assistant); Karen Burt (Admin Assistant); Ann Millett (Finance Assistant).

Raymond Campbell (Finance Agent)

Hugh Grant (Findlay & Co); Graeme Clarkson (Baird & Co); David Canning (Royal Bank of Scotland)

1. Welcome

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

2. Notification of Apologies

Apologies were received from Margot Doig.

3. Approval of the Minutes of the AGM held on 18 September 2001

The minutes of the meeting held on 18 September 2001 were proposed by Myra Donaldson, seconded by John McHale 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 of the previous year, namely: the Association was granted charitable status which more accurately reflects the nature of the work being carried out; a Performance Audit by Communities Scotland resulted in an improved 'B' grading for the Association; a Tenant Satisfaction Survey carried out by an independent consultant identified high levels of satisfaction amongst tenants; a stock condition survey has been carried out in the second stock transfer properties and a major maintenance programme will be developed in consultation with the tenants; the Association purchased seven properties through the Empty Homes Initiative Scheme and started work on a development of six flats for older people in Cardenden; funding was awarded by Communities Scotland to enable us to continue to support the Cardenden and Kinglassie Community Newsletter; the Association has continued to work with Fife Council and the community in Lochgelly to support and deliver regeneration of the town.

Kay concluded her report by thanking members of the Management Committee, the staff and consultants for their hard work, commitment and support during the year.

6. Financial Report

Kay Robinson introduced Raymond Campbell of Hillcrest Housing Association.

Raymond talked through the Financial Report that had been circulated to members and noted that the accounts had been approved by Committee and audited.

The accounts as presented were approved by Tom Allan and seconded by Joan Reid.

7. Appointment of Auditors

Raymond Campbell sought approval from the members to continue the appointment of Findlay & Co as external auditors of the Association. It was noted that, in accordance with Communities Scotland requirements, the appointment of external auditors next year will be subject to a tendering exercise.

The appointment of Findlay & Co was approved by June Carswell and seconded by Tom Allan.

Frank Henshaw asked why there had been a substantial increase in management costs in the budget for the current year. Raymond advised that this was due to the allocation of overhead costs in relation to the planned maintenance programme that is to be developed.

8. Election of Committee

The Director confirmed that, in accordance with the Association's rules, three members of the Committee are required to stand down. Those standing down were: John McHale, Keith Pattenden and Kay Robinson. These members had been nominated for re-election and were elected unopposed. An additional nomination had been received in respect of Mrs Mary Marshall who was also elected unopposed.

9. Director's Report

The Association's Director, Andrew Saunders, highlighted a number of issues being faced by the Association currently:

- To date the strategy adopted by the Association has been one of consolidation and opportunistic growth and there is now a need to look forward and plan for the future of the Association.

- A major maintenance programme for the second stock transfer properties is to be developed from the recently completed stock condition survey.

- The Association needs to build on its award of Investors in People status.

- Work on the regeneration proposals for Lochgelly is ongoing although the stock transfer ballot that should have taken place in March this year is now scheduled for January 2004.

- The expansion of our geographical area of operation has had little or no impact to date and we need to look at working in other areas without jeopardising our position.

- The Association will continue to develop and improve services in consultation with our tenants.

Kay thanked Andrew for his report and invited questions from the floor.

10. Open Forum

- George Read asked why there had been slippage in respect of the stock transfer proposals for Lochgelly. Andrew advised that there had been a number of political issues to resolve within Fife Council particularly in respect of stock transfer. There is now clear recognition at a political level that tenants should at least be given the opportunity to determine what happens. Andrew also outlined a number of the issues around problems with the valuation of the properties in Lochgelly related to underground conditions and associated risks.

11. A.O.C.B.

None.

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