MINUTES OF OVHA BOARD MEETING
HELD ON TUESDAY 19th August 2025

IN ATTENDANCE
Nick Clark (NC) – Present
Colin McInnes (CM) – Present
Dave Roberts (DR) – Present
Tommy Braid (TB) – Present
Maryjane Elder (ME) – Present (Minutes)

PRESENT
John Flynn (JF) – Present (Chair)
Andrew McDaniel (AM) – Present (Vice Chair)
Tom Dougan (TD) - Present
Laura Miller (LM) – Present (Virtual)
Amanda Hay (AH) - Present
Bill Banks (BB) - Present
Tam Allan (TA) – Present
Shanana Beattie – Present

	ITEM	ACTION
1.	**Welcome & Apologies** **None, Caitlyn Reid did not attend**	
2.	**Declaration of Interest in any Agenda Item** **Standard declarations** **No other declarations of interest were received**	
3.	**Approval of urgent business items for consideration under A.O.C.B** **None**	
4.	**Approval of the minutes of the Previous Meeting – 20.05.2025** BB - We should have a minute approval of ARC Submission	
5.	**Matters Arising** **None**	
6.	**Health & Safety** Audit to be carried out in the next few weeks with information for this to be with Auditors by 26th August. Report will go to H&S Committee and then passed to the Board **The Board noted the content of the verbal update**	

FOR APPROVAL Items 7 to 10		
7.	**Financial Statements – year end 31 March 2025** • Financial statements • Letter of representation • Management letter SB joined the meeting. DR discussed the Financial Statements. Copy of Signed Management Letter to go to the Regulator 3 signatures require, JF, TD and NC **The Board approved the Financial Statements, letter of representation and management letter**	
8.	**Confidential Paper** **See separate Notes**	
9.	**Request for Authorisations – 41 Derran Drive** Government grant already been awarded for 6 x properties. **The Board agreed for the purchase to go ahead**	
10.	**Management Accounts** DR discussed the paper. Accounts re looking favourable. **The management accounts were approved**	
MANAGER'S REPORTS		
11.	**CEO Report** **Housing Dev** Fabtek – A meeting was held to discuss the location of the local SUDS pond with Lochgelly Community, Kingdom Development and Campion with the potential extension of the existing SUDS being the preferred option going forward NC discussed the remainder of the paper **The Board noted the content of the paper.**	
12.	**Housing Manager** **No update**	
13.	**Corporate Support Manager** **Policies**	

	Risk Management Policy – this was approved Staff Training and Development Policy – this was approved in principle, BB mentioned it would be useful to include information around succession planning **The Board agreed to the content of the paper**	
14.	**Finance Director** OVCI Accounts hopefully be approved and signed off next week. OV Enterprises accounts have been approved and signed. Final notification of SHAPs Pension Scheme – deficit of just under £33,900 to pay the next 4 years. This increases by 3% annually **The Board noted the content of the paper**	
15.	**Tenant & Property Services Manager** 4 Whitehall Crescent – work inside progressed well, water and electrical work has slowed the progress 43 boilers have been replaced since April 2025 TB discussed the remainder of the paper. **The Board noted the content of the paper**	
	FOR NOTING	
16.	**Information Papers** **None**	
17.	**Any Other Competent Business** **None**	
18.	**Date of Next Meetings** 1. Annual General Meeting – 16th September 2025 2. OVHA Board Meeting – 21st October 2025 3. FARM Meeting – 4th November 2025