

YOKER HOUSING ASSOCIATION LIMITED

NOTICE OF MEETING

The Forty-second Annual General Meeting of Yoker Housing Association Limited will be held on Wednesday the 22nd of September 2021 at 7:30 p.m. in the offices of Yoker Housing Association Limited, 2310 Dumbarton Road, Yoker.

AGENDA

- 1.0 APOLOGIES**
- 2.0 MINUTES OF THE FORTY-FIRST ANNUAL GENERAL MEETING 16.09.20**
- 3.0 CHAIRMAN'S REPORT**
- 4.0 ELECTION OF COMMITTEE MEMBERS**
 - 4.1 VOTING PROCEDURE
 - 4.2 SELECTION OF SCRUTINEERS
 - 4.3 ELECTION
- 5.0 FINANCIAL STATEMENTS FOR THE YEAR ENDED 31.03.21**
- 6.0 REPORT OF THE AUDITORS**
- 7.0 APPOINTMENT OF AUDITORS**
- 8.0 RESULT OF ELECTION OF COMMITTEE MEMBERS**
- 9.0 VOTE OF THANKS**

YOKER HOUSING ASSOCIATION LIMITED

Minutes of the Forty-Second Annual General Meeting held on Wednesday the 22nd of September 2021 at 19:30 hrs in the offices of Yoker Housing Association Limited, 2310 Dumbarton Road, Yoker, Glasgow.

Present

Shields, G (Chair)	Fitton, J (proxy)	McLeod, M	Smith, B
Aitken, A	Fleming, A (proxy)	McMail, J	Smith, D
Ashe, A (proxy)	Gahagan, C (proxy)	McQuade, M	Smith, W J
Ballantyne, M (proxy)	Gahagan, R (proxy)	Morrison, C	Stewart, A (proxy)
Barclay, J (proxy)	Houston, E (proxy)	O'Hanlon, B	Thompson, M (proxy)
Busby, Elaine (proxy)	Jarvis, A	Orteba, K	Thompson, S (proxy)
Callan, C (proxy)	Johnston, H	Parker, M (proxy)	Trainer, A (proxy)
Carmichael, G	Linde-Apanowicz, W	Patterson, M (proxy)	Trainer, D (proxy)
Carmichael, J	Lynn, J	Porter, J	Vandermotten, R
Colvin, P (proxy)	Mbomson, I	Radzio, L	Walker, M
Crawford, D	McClure, J (proxy)	Reid, C	Walker, C
Donnelly, L	McGinley, A	Reid, E	Wronowska, A (proxy)
Eshete, Meaza (proxy)	McKendrick, M	Ryan, I	Wysokinski, N

In Attendance

Booth, K (Auditors)	Forrest, C J (Staff)	Freeman, K (Staff)
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The Chair welcomed those present to the Forty-Second Annual General Meeting of the Association and gave a brief outline of the Agenda and business of the meeting.

1.0 APOLOGIES

Apologies for absence were received from the following members:

Dillon, J	Lowe, T	Busby, A	Busby, E
Smith, E	Milne, L	Walker, A	

2.0 MINUTES OF THE FORTY-FIRST ANNUAL GENERAL MEETING 16.09.20

The Minutes were proposed by A Jarvis, seconded by J Porter, and unanimously approved by those present.

3.0 CHAIRMAN'S REPORT

The Chair introduced himself to those present and welcomed the opportunity for an in-person meeting and the fact that the Association had recently fully opened its offices to the public. However he acknowledged the reticence of many to participate in meetings at this time and explained that he would be as brief as possible in the circumstances.

Management Committee

The Chair confirmed that the Management Committee had continued to meet regularly throughout the pandemic through the use of on-line meeting facilities.

He went on to explain that this arrangement did not suit everyone and as such, T Lowe had decided not to remain on the Management Committee following his appointment last year. The casual vacancy T Lowe's departure had created was subsequently filled by M McKendrick who was standing for re-election.

The Chair then reported on the Association's recent engagement with the Scottish Housing Regulator and welcomed the recently published change in regulatory status. He thanked both the Management Committee and Staff for their hard work in securing the future of the Association through what had been a difficult period.

He went on to explain that these difficulties had highlighted the significant responsibilities and expectations of members of the Management Committee. He urged anyone interested in joining the Management Committee to give serious consideration to doing so but to be fully aware of these expectations and responsibilities.

The Chair concluded by reminding those present that the future of the Association as an independent body remained in the hands of its own tenants and their willingness to accept the challenges and responsibilities of running the Association.

3.0 CHAIRMAN'S REPORT (Continued)

Development

The Chairman explained that the Association continued to acquire tenement properties to ensure that the Association could obtain the majority ownership required to carry out common repairs or improvements in the future.

He went on to explain that the refurbishment of the old Blawarthill Hospital for four flats had now been completed and that proposals for the construction of a further fifteen energy efficient homes on the adjacent site were now well under way. He expected to see a site start for these new homes in the coming weeks.

The development of the old Yoker Primary School on Craggan Drive was then referred to by the Chairman. He explained that a proposal to build twenty-eight new housing units on the site had been rejected by the Management Committee on cost grounds. He explained that the poor levels of grant subsidy being offered by the Scottish Government meant that the Association would not be able to develop the site and charge tenants affordable rents.

However, the Chairman referred to the possible provision of a further thirty housing units on the Yoker waterfront as part of a joint development with Sanctuary (Scotland) Housing Association. However, the uncertainty surrounding the exact location and timescale for the development of the proposed Yoker to Renfrew bridge means that this development remains speculative and is not part of the Association's current Business Plan.

Maintenance

The Chairman confirmed the Association's on-going commitment to a programme of planned maintenance work aimed at protecting the Association's housing stock from the risk of expensive structural repairs in the long term.

He acknowledged that the "lock-down" restrictions of the Covid-19 related pandemic had had an impact on delivery of the planned maintenance programme. However he confirmed that all essential tenant-safety related planned maintenance had continued throughout.

The Chairman confirmed that all of the Association's lettable properties now met the Energy Efficiency Standard for Social Housing, and that the Association was already looking towards meeting future targets well in advance.

Housing Management

The Chairman reported that while the Association had fewer allocations in the last year due to the pandemic, there had been a significant increase in turnover in the last few months as restrictions eased.

The fact that the Association continued to charge amongst the lowest rents of any landlord in Scotland was cited as a contributing factor for the high demand. He explained that the Association continued to have the fourteenth lowest average weekly rent compared to over one hundred and eighty other landlords who reported their returns to the Scottish Housing Regulator last year – and that was before taking into account the impact of the tenant reward scheme.

Finance

The Chairman explained that the Association's Director would provide a short presentation on the Financial Statements under agenda item five. However, he confirmed that the Association remained in a strong financial position with no long-term debt and sufficient bank balances to fund future development and maintenance activity well into the near future.

He explained that the Association's long-term strategy continued to be to build up cash reserves to fund future development rather than to borrow. He suggested that this approach reduced the Association's exposure to risk and had served the Association well in recent years.

Staff

Recent and future staff appointments were then discussed by the Chairman who confirmed that Callum Wynd had recently joined the Association as a trainee and that two further appointments were anticipated in the coming weeks.

He went on to explain that these appointments were part of the Association's succession planning process and would ensure continuity as older members of staff approached retirement.

The Chairman then referred to the recent announcement by Ann Wilkinson that she would be retiring from the Association after more than thirty-six years of service. He thanked Ann on behalf of the Association and expressed good wishes for her retirement.

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3.0 CHAIRMAN'S REPORT (Continued)

Conclusion

The Chairman concluded his report by thanking his fellow Management Committee members for their support and assistance during the last year.

4.0 ELECTION OF COMMITTEE MEMBERS

The Secretary explained that under Rule 39.4 the following candidates were standing for re-election without the need for nominations:

Candidate

Michael McKendrick

Mary Ballantyne

Anne Fleming

Josephine Porter

Agnieszka Wronowska

He went on to explain that under Rule 40.2 there was one member standing for election as follows:

Candidate

Roderick Vandermotten

He then confirmed that as the total number of vacancies exceeded the total number of nominations, under Rule 40.1, the Chair could declare the candidates duly elected without the need for an election.

The Chair then declared all the nominees duly elected.

5.0 FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

The Chairman introduced C Forrest, the Association's Director to those present and explained that he would provide a report on the Association's Financial Statements for the year ended 31 March 2021.

C Forrest provided a brief overview of the Financial Statements for the year ended 31 March 2021 and commenced his presentation with reference to the Statement of Comprehensive Income. He highlighted the modest increase in turnover for the year together with a significant reduction in costs that resulted in an increase in the operating surplus for the year from £845k to £982k. He went on to explain that the reduction in costs was due to reduced expenditure on planned maintenance associated with "lock-down."

C Forrest then went on to show the impact of these results on the Association's Statement of Financial Position at the end of March 2021. These showed an improvement in Net Current Assets from approximately £3.9m to £4.5m and reflected the Association's strong financial position. A modest increase in the value of housing properties together with an increase of approximately £500k in cash balances was also highlighted.

C Forrest concluded his report by highlighting the increase in net worth of the Association to £15.1m at the end of March 2021.

In the absence of any questions from the floor, the Financial Statements were noted by those present.

6.0 REPORT OF THE AUDITORS

The Chairman introduced K Booth of Alexander Sloan to those present and invited him to provide his report.

K Booth then referred to the audit of the Financial Statements and confirmed that this had been completed in accordance with International Auditing Standards.

He went on to explain that the purpose of the audit was to confirm three things. Firstly whether the Financial Statements gave a true and fair view of the Association's financial position and of its financial performance, secondly whether they had been prepared in accordance with accounting standards including International Financial Reporting Standard 102 and thirdly whether they had been prepared in accordance with legislation including the Co-Operative and Community Benefit Societies Act.

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6.0 REPORT OF THE AUDITORS (Continued)

K Booth then stated that he was pleased to be able to report that in all three respects the Financial Statements met the necessary standards.

The Chairman then thanked K Booth for his report.

7.0 APPOINTMENT OF AUDITORS

M Walker, seconded by C Walker, proposed that Alexander Sloan be re-appointed as auditors for 2021 / 2022.

There being no other nominations, the Chairman declared Alexander Sloan duly re-appointed.

8.0 RESULT OF ELECTION OF COMMITTEE MEMBERS

The Chairman reminded those present that there had been no need for an election.

9.0 VOTE OF THANKS

The Chairman then proposed a vote of thanks to all those present for their attendance and declared the formal business of the meeting closed at 19:55 hrs.

Proposed By _____

Seconded By _____

YOKER HOUSING ASSOCIATION LIMITED

Minutes of the Special General Meeting held on Wednesday the 22nd of September 2021 immediately following the conclusion of the formal business of the Annual General Meeting at 19:30 hrs in the offices of Yoker Housing Association Limited, 2310 Dumbarton Road, Yoker, Glasgow.

Present

Shields, G (Chair)	Fitton, J (proxy)	McLeod, M	Smith, B
Aitken, A	Fleming, A (proxy)	McMail, J	Smith, D
Ashe, A (proxy)	Gahagan, C (proxy)	McQuade, M	Smith, W J
Ballantyne, M (proxy)	Gahagan, R (proxy)	Morrison, C	Stewart, A (proxy)
Barclay, J (proxy)	Houston, E (proxy)	O'Hanlon, B	Thompson, M (proxy)
Busby, Elaine (proxy)	Jarvis, A	Orteba, K	Thompson, S (proxy)
Callan, C (proxy)	Johnston, H	Parker, M (proxy)	Trainer, A (proxy)
Carmichael, G	Linde-Apanowicz, W	Patterson, M (proxy)	Trainer, D (proxy)
Carmichael, J	Lynn, J	Porter, J	Vandermotten, R
Colvin, P (proxy)	Mbomson, I	Radzio, L	Walker, M
Crawford, D	McClure, J (proxy)	Reid, C	Walker, C
Donnelly, L	McGinley, A	Reid, E	Wronowska, A (proxy)
Eshete, Meaza (proxy)	McKendrick, M	Ryan, I	Wysokinski, N

In Attendance

Booth, K (Auditors)	Forrest, C J (Staff)	Freeman, K (Staff)
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The Chair thanked those present for their patience in remaining following the conclusion of the formal business of the Annual General Meeting.

1.0 APOLOGIES

Apologies for absence were received from the following members:

Dillon, J	Lowe, T	Busby, A	Busby, E
Smith, E	Milne, L	Walker, A	

2.0 CHAIRMAN'S COMMENTS ON PROPOSED RULE CHANGE

The Chair referred to the paper issued to those present which provided an explanation of the proposed changes in the rules and how this would impact on the Membership and the Association.

He went on to confirm that the Management Committee was recommending adoption of these changes by the membership at this time.

3.0 TO CONSIDER AND IF THOUGHT FIT APPROVE THE FOLLOWING SPECIAL RESOLUTION:

"that the Association adopts the rules in the form of the SFHA Charitable Model Rules (Scotland) 2020 in substitution for the existing rules subject to any non-material amendments that may be required by the Financial Conduct Authority."

In the absence of any objections, the Resolution was unanimously approved by those present.

Proposed By _____

Seconded By _____