



Minutes of the Meeting with Management Committee held on **Wednesday 07 September 2022 at 6pm**
via in person & via zoom at Forgewood Community Centre

Minutes

Present:	Alan Thomson, Chair (AT)	Callum Boughey, Vice Chair (CSB)	John Burton (JB)
	David Hemmings (DH)	Angie Robinson (AR)	Tommy Divers (TD)
	Jim Mitchell (JM)	Natalie Barclay (NB)	
In Attendance	Cathy Brien, Director (CD)	Elaine Hyslop, Housing Manager (EH)	Abira Sarwar, Senior Finance Officer (AS)
	Paul Murphy, Corporate Services Officer (PM)		

	Agenda Item	Action
1.	<p>Apologies</p> <p>Apologies were NOTED for Charlie Millar, Paul Lennon and Clark Davidson</p>	PM to update register.
	<p>Chairs Remarks</p> <p>AT welcomed everyone to the meeting.</p>	
2.	<p>Declarations of Interest</p> <p>None</p>	
3.	<p>Correspondence</p> <p>The committee NOTED the latest correspondence from the Scottish Housing Regulator stating that Social landlords must continue to vigorously challenge expenditure to keep rents as affordable as possible for tenants.</p>	
4.	<p>Governance</p> <p>PM reminded members that the forthcoming Annual General Meeting (AGM) would take place on Wednesday the 21st of September at 6pm in person at the Community Centre or via Zoom.</p>	
5.	<p>Staffing</p> <p>Committee discussed and approved the report provided by CB</p>	

	<p>6.1 Draft Annual Accounts</p> <p>AB read through the accounts to all in attendance referring to pages 10 to 12.</p> <p>Revenue and income for the year is £1,128,243 million with operating costs of £1,160,212. Abira then explained the revenue to operating costs from the accounts to all in attendance.</p> <p>Abira informed everyone in attendance that the pension re-measurement had reduced from £214,000 to £119,000 for the year. Abira confirmed that the Co-operative is in a healthy position.</p> <p>Proposed John Burton Seconded Callum Boughey</p>	
6.	The Draft Annual Accounts were APPROVED .	
	<p>6.2 Financial Letters of Representation</p> <p>CB read through the management letter from the auditors and reported that there were no significant matters to bring to the Co-operative's attention.</p> <p>CB referred to the letter of representation from the Co-operative to French Duncan and explained the requirements of the letters.</p> <p>Both the management letter and letter of representation were acknowledged by the management committee.</p> <p>CB confirmed that the information will be uploaded onto the SHR portal soon after the annual general meeting.</p>	
	Any Other Competent Business	
7.	<p>The committee expressed a desire to set up a Finance sub group to look at the cost of living and report back to the management committee.</p> <p>AT thanked everyone for their attendance and contributions.</p>	
	Date of Next Meetings	
8.	<p>Annual General Meeting – 21 September @ 6pm Management Committee Meeting - 26 October 2022 @ 6pm</p>	