

MOLENDINAR PARK HOUSING ASSOCIATION LTD

Minute of the Meeting of the Management Committee held remotely on Tuesday 20th April 2021 at 6.00pm.

Present:

Mr A Scott (Chairperson)
Mr F Sheeran (Vice Chairperson)
Mr B Johnston (Committee Member)
Mr M Johnston (Committee Member)
Mr P Mann (Committee Member)
Ms C Meighan (Committee Member)
Miss C McKinlay (Committee Member)
Mrs M O'Donnell (Committee Member)

In Attendance:

Scott Rae (Acting Director)
Jayne Lundie (Corp Services Officer)

		Action
1.	<p>Welcome, Apologies and Declaration of Interest The Chair welcomed Committee and Staff to the meeting.</p> <p>Apologies were received from Ms Angela Wood.</p> <p>It was agreed by Committee to invite Mr Craig Peacock from xxxxxxxx to attend the meeting on 18th May 2021 as an observer with a view to co-opting him onto the governing body at the June meeting.</p>	
The Secretary to issue an invitation to Mr Peacock		
2.	<p>Adoption of Minute of 16th March 2021 The minute of the meeting held on the 16th March 2021 was proposed as a true record by Mr F Sheeran and seconded by Miss C McKinlay.</p>	
3.	<p>Matters Arising from the Minute of 16th March 2021 No matters arising.</p>	
4.	<p>Use of Seal The seal was used to record Exclusive Occupancy Agreements in relation to the undernoted:</p> <p>Use of Seal – Exclusive Occupancy Agreement between MPHA and xxxxx</p> <p>Use of Seal – Exclusive Occupancy Agreement between MPHA and xxxxxxxxxx</p>	
Committee approved Use of Seal		
5.	<p>Application for Membership There were no applications for membership.</p>	
6.	<p>Notifiable Events xxxxxxxxxxxxxxxx.</p>	

	<p>The office-bearers have confirmed that the Asset Manager will act as Director throughout the period of the Director's absence, in accordance with the deputising role specified in his role description. Immediate steps have been taken to secure additional temporary assistance to supplement available internal resources during this period. Senior staff and office bearers are confident that MPHA's business continuity arrangements will ensure that all landlord responsibilities, assurance and compliance requirements continue to be met.</p> <p>Committee will be kept updated on the response from SHR in relation to this matter</p>	
Committee noted the Notifiable Event		
Finance		
<p>7.</p> <p>7.01</p> <p>7.02</p> <p>7.03</p>	<p>Report on Audit Plan The representative from FMD presented the report.</p> <p>He advised Committee that the auditors are Azets, formerly known as Scott Moncrieff. An interim audit had been carried out in January which did not raise any concerns.</p> <p>Committee were advised that as a result of changes introduced by ISA 570 Going Concern and ISA 540 Accounting Estimates all auditors are expected to perform additional work in relation to these two areas and the External auditor has provided a figure of xxxxxxx being the expected additional cost.</p> <p>Audit Plan Engagement Letter Noted.</p> <p>Audit Plan Non-Engagement Letter Noted.</p> <p>Planning Letter Noted.</p> <p>It was agreed that the Chairperson would go into the office and sign all documents on Wednesday 21st April 2021.</p>	
<p>Committee noted and approved the Report on the Audit Plan Committee noted and signed the Engagement Letters Committee approved and signed the Planning Letter</p>		
<p>8.</p>	<p>Housing Valuation Report Contact was made with the sector's main valuer – Jones Lang LaSalle (JLL) in late March. JLL have now advised they can tackle this in up to two stages :</p> <p>Stage 1 (Brief external inspection) Desktop valuation and the report can be available in two to three months' time xxxxxxx</p>	

	<p>Stage 2 (Internal inspections sample & updated stock condition surveys) Optional</p> <p>In the following 12 months subsequent to the issue of the Desktop valuation, <u>if</u> the properties are then required to be reported formally for secured lending purposes an additional charge of £6 per property subject to a xxxxxxxxxxxxxxxx</p> <p>xxxxxxxxxxxxxxxxxxxx</p>	
	Committee discussed and approved the instruction of a Desktop Valuation.	
	Governance	
9.	<p>SHR Monthly Return</p> <p>Noted.</p>	
10.	<p>SHR Engagement Plan</p> <p>Noted.</p>	
	General	
11.	Directors Report	
11.07	<p>Noted.</p> <p>SFHA Affiliation</p> <p>A discussion took place on the merits of renewing the above. The Association is an affiliated member of GWSF and it is this group who the Association turn to for advice and assistance.</p> <p>It was agreed that as the Association does not use SFHA on a regular basis that the affiliation fee does not represent value for money.</p> <p>Committee agreed that the Association should withdraw from SFHA membership.</p>	
	Committee agreed to withdraw from SFHA membership.	
12.	AOCB	
12.01	<p>Research Resource – Additional Tenants Satisfaction Survey on the Quality of Homes</p> <p>The Acting Director advised Committee that the results of the Tenant Satisfaction Survey carried out had been analysed. The survey had asked more in depth questions and the results came back showing the same percentage of tenants either satisfied or dissatisfied with the quality of their home. Therefore the figure used in the ARC return would be what was in the original survey.</p> <p>It was agreed that this matter should be an Agenda Item at the Services Sub Committee in May and brought back to the Management Committee for further discussion.</p>	

