

Minute of the Hybrid Meeting of the Board of Management of Langstane Housing Association Limited held on 21 September 2023 at 1.30pm

Meeting start time	1.38pm	Meeting end time	1.50pm
---------------------------	--------	-------------------------	--------

Present	In Person:	Remote Attendance
	M Martin	
	J Knowles	
	J Fraser	
	I Jamieson	
	A Habib	

In Attendance	In Person:	Remote Attendance
	M Ballance, Director of Property	
	M Macarthur, Director of Finance and Corporate Services	
	J Sutherland, Director of Housing	
	H Lawson, Executive Assistant (Minutes)	

Apologies	
	T Dinozzi
	J Drummond
	S Gray
	D Macleod
	A Stevenson
	G Urquhart
	H Gauld, Chief Executive

Absent / no apology	Number of missed meetings without apology
None	N / A

1. Apologies

The apologies noted above had been intimated to the meeting.

2. Langstane Housing Association Limited - Nominations for the Election of

2.1. Chairperson

M Macarthur, Company Secretary, took the Chair and invited nominations for Chairperson. On the motion of J Fraser, seconded by I Jamieson, M Martin was nominated, accepted and took the Chair.

2.2. Vice Chairperson

On the nomination of M Martin, seconded by J Fraser, J Knowles was nominated and accepted the post of Vice Chairperson.

2.3. Company Secretary

M Macarthur was re-appointed Company Secretary for Langstane Housing Association and its subsidiaries.

2.4. Depute Company Secretary

H Gauld was re-appointed Depute Company Secretary for Langstane Housing Association and its subsidiaries.

3. Membership of Committees and Subsidiaries

3.1. Emergency Committee

The Chair proposed the membership of the Emergency Committee should comprise of all Committee and Board members to increase the chance of ad-hoc meetings being quorate.

On the motion of J Knowles, seconded by D Bain, the Board of Management agreed to all members joining the Emergency Committee.

3.2. Joint Audit and Governance Committee

J Drummond was not present at the meeting but members intimated their wish he continue as Convenor. This will be decided at the first meeting of the Audit and Governance Committee following the AGM.

3.3. People Committee

A Stevenson was not present at the meeting but members intimated their wish she continue as Convenor. This will be decided at the first meeting of the People Committee following the AGM.

J Fraser asked to be removed from the membership of the health and safety group. The Director of Property informed those present that efforts are being made to redesign the Association's approach to Health and Safety by forming two groups; one dealing with specialist tenant safety and the other focusing on organisational health and safety, which will require representation from the Board. Following a brief discussion it was agreed a report would be produced and provided to the People Committee following each organisational group meeting, negating the need for Board representation.

3.4. Performance Committee

The Board noted all existing members present wished to continue to serve the Committee. M Martin intimated his willingness to continue to serve as Convenor. This will be decided at the first meeting of the Performance Committee following the AGM.

I Jamieson to be included in the Performance Committee section of the 'Membership of Committees and Subsidiaries' document.

3.5. Langstane Property Limited

All existing members present agreed to continue to serve the Board.

C Lynch had not intimated he would be stepping down and members intimated their wish for him to be re-appointed as Chairperson.

4. Langstane Property Limited - Nominations for Election of

4.1. Chairperson

Members re-appointed C Lynch as Chairperson.

4.2. Company Secretary

Members re-appointed M Macarthur as Company Secretary

4.3. Depute Company Secretary

Members re-appointed H Gauld as Depute Company Secretary.

5. Unaudited Financial Statements for Year Ended 31 March 2023:

5.1. Langstane Developments Limited

The Board considered and approved the unaudited Financial Statements for the currently dormant Langstane Developments Limited. The Statements had been signed on behalf of the Board by H Gauld and will be submitted to Companies House.

5.2. Langstane Maintenance Limited

The Board considered and approved the unaudited Financial Statements for the currently dormant Langstane Maintenance Limited. The Statements had been signed on behalf of the Board by H Gauld and will be submitted to Companies House.

6. AOCB

There were no matters raised under this heading

7. Date of Next Meeting

19 October 2023.