

**Partick Housing Association Ltd  
Annual General Meeting  
Wednesday 17 September 2015 at 6pm  
Partick Burgh Hall, 9 Burgh Hall Street, Glasgow G11 5LW**

<b>1.</b>	<p><b>Welcome and Apologies</b></p> <p>The Chair introduced himself and gave a warm welcome to everyone attending the 40<sup>th</sup> AGM of Partick Housing Association Ltd. A special welcome was offered to Jeremy Kemp of French Duncan Auditors.</p>	
	<p><b>Apologies</b></p> <p>Apologies were recorded from 46 shareholder members and the meeting was confirmed as quorate.</p> <p>Attendees were advised that PHA staff would be available at the end of the AGM to address any questions they may have.</p>	
<b>2.</b>	<p><b>Minute of the AGM held on 17 September 2014</b></p> <p>The minute of the AGM held on 17 September 2014 was approved as an accurate record by shareholder member, Margaret Burke and seconded by shareholder member, Eddie Jones.</p> <p>The minute of the AGM of 17 September 2014 was <b>approved.</b></p>	
<b>3.</b>	<p><b>Matters Arising</b></p> <p>There were no matters arising from the minutes of 17 September 2014 and the Chairman invited the Secretary to address the meeting.</p>	
<b>4.</b>	<p><b>Secretary's Report</b></p> <p>The Chair introduced the Secretary, Stewart MacKenzie, who is also PHA's recently appointed CEO. The Secretary reported that during the course of the year, the Association approved 14 new share memberships.</p> <p>1 share member was removed from the shareholder membership register having either died, stopped their membership or moved away.</p>	

Signed:.....Date:.....  
Chairman

	<p>1 share member was taken off the shareholder membership register in accordance with Rule 11.1.3 having failed to attend five annual general meetings in a row and not submitting their apologies.</p> <p>As of Friday 13 September 2013 PHA's share membership total was 182.</p> <p><b>Board membership</b></p> <p>Three Board members have resigned from the Board during the course of the year. They were: Farah Traquair, Cheryl Osborne and Paul Robertson Thanks were recorded to these members for their contributions during their time in office.</p> <p>Two Board members have retired from the Board in accordance with Rules 39.1 and are seeking re-election. These are: Alan Howie and Jennifer Young.</p> <p>Three casual vacancy holders must also retire, in line with rule 39.3 and have submitted nominations to full Board membership. These are: Hazel Brown, Janet Napthine and Iain Nicolson.</p> <p>This year there are ten vacancies on the Board.</p> <p>Two new member nominations have been received from: Iain Mackenzie and Helen Turner</p> <p>There being no other nominations, the following are elected unopposed:</p> <p>Retiring members seeking re-election: Alan Howie and Jennifer Young</p> <p>New candidates nominated for election: Hazel Brown, Janet Napthine, Iain Nicolson, Iain Mackenzie and Helen Turner.</p> <p>The full PHA Board will consist of: Annette Bonar, Hazel Brown, Margaret Burke, Alastair Firth, Alan Howie, Eddie Jones, Iain Mackenzie, Leslie Milne, Janet Napthine, Iain Nicolson, Helen Turner and Jennifer Young.</p>	
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Chairman

	<p><b>Donations</b></p> <p>Charitable donations made during the year were as follows:</p> <ol style="list-style-type: none"> <li>1. £200 to Glasgow City Mission (approved by Lynn Wassell, previous CEO)</li> <li>2. £200 to Remember Mary Barbour Association (approved by Board)</li> <li>3. £147 to Beatson Cancer Charity (raised by PHA staff from their dress down days)</li> <li>4. £15 to Yorkhill Children’s Charity (gifted in the name of PHA by a supplier)</li> <li>5. £10 and 10 bags/boxes of food to Glasgow North West Foodbank (raised through PHA staff and Board collections)</li> </ol> <p>The Secretary invited the Chairman to address the meeting.</p>	
<p><b>5.</b></p>	<p><b>Chairman’s Report – Leslie Milne, Chair</b></p> <p>The Chair noted that PHA was established in 1975 and this is our 40<sup>th</sup> Anniversary year. He stated it is a privilege to serve as Chair at such an exciting time as we celebrate this historic milestone.</p> <p>The Chair said that much had changed in 40 years but PHA had made a significant contribution to Partick’s development and that the Association was keen to continue connecting with customers and neighbourhoods in the years ahead. The Chair stated that in the 1950s many tenements had been condemned and demolished, but that this approach had changed in the 1970s with the introduction of community based housing associations.</p> <p>He said that more recently, PHA had purchased and modernised Fortrose House and have built from scratch some of the best new housing for rent and ownership in the city in recent years. He also noted the recently refurbished PHA offices at Mansfield Street, which are designed to create a friendly and welcoming environment for customers and a pleasant work place for staff.</p> <p>The Chair thanked his fellow Board members and all staff for their continuing support.</p> <p>The Chair advised the meeting that the PHA Corporate Plan has been updated in the past year and will be sent out shortly, a copy of our Annual Report will also be issued.</p>	

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Chairman

	<p>An update on the new Broomlea development was also given. It was reported that the development will comprise 14 x 3 bedroom family homes, supported accommodation of 14 rooms managed by Crossreach and 16 x 2 bedroom mid market rent flats. A short film of the Broomlea development will be shown to members at item 8 of today's agenda.</p> <p>The Chair then advised that the PHA staffing structure had been reviewed, and that a new Scrutiny Panel had been introduced which is independent of Board and staff, and will monitor the way the Association works.</p> <p>The Chair then described performance. He stated that when measuring the basics of repairs, arrears management and house letting, PHA continues to be one of the best performing registered social landlords in Scotland. He advised that the association had performed better than the national average across the board. The Chair thanked the operations staff for maintaining this high level of performance.</p> <p>The Chair made specific comment on the 40<sup>th</sup> anniversary of the Association, noting that staff have organised and been involved in a whole series of events. They had participated in the West End Festival Parade, organised walking tours, the Summer Community Festival and the Community Growing Open Day. The intention was to continue to support local schools and there is more to come this year, including a special anniversary commemorative publication, a community awards event and a new project called 'Winterfest'.</p> <p>The Chair recorded his thanks to Lynn Wassell who was Chief Executive until January 2015 and Lynne Donnelly, Operations Director, who is leaving this month and wished them well in their new posts.</p> <p>The Chair handed over to Eamonn Hughes, Finance Director. The Finance Director was invited to address the meeting.</p>	
<p><b>6.</b></p>	<p><b>Finance Report</b></p> <p>The Finance Director reported that the financial year to 31 March 2015 had shown PHA to be financially healthy and robust.</p> <p>Attendees were taken through the income and expenditure / balance sheet which showed PHA was in a strong financial</p>	

Signed:.....Date:.....  
 Chairman

	<p>position, showing a surplus of £1.1m. The Finance Director explained that the Association has not just banked this surplus but has instead used it and additional borrowing and grants from the Scottish Government to invest an additional £5m to improve our existing homes and build new ones. Our cash balance has only increased by £9k. This was followed by the key financial highlights of 2014/15. Investments in homes included flat acquisitions, new build developments, window upgrades, new kitchens, new bathrooms, central heating, etc.</p> <p>The financial report concluded by looking at the coming three years. The Finance Director advised that PHA was on course to meet energy efficiency targets by March 2020. Planned investment includes £6.2m in kitchens, bathrooms, etc and £5.4m on routine and cyclical maintenance on existing homes. £5.5m is committed to the development of new homes at Broomlea and plans are well advanced to develop 2 further sites at the former St Peters School and in Laurel Street.</p> <p>The Finance Director asked if there were any questions.</p> <p>There were no questions from the floor.</p>	
<p><b>7.</b></p>	<p><b>Appointment of Auditor</b></p> <p>The Finance Director thanked French Duncan for carrying out the audit of the accounts noting that we have had a clean bill of health for three years.</p> <p>The Finance Director recommended that French Duncan be appointed as auditors for the next year. This was <b>approved</b> by the members.</p> <p>The Finance Director invited the Chief Executive, Stewart MacKenzie, to address the meeting.</p>	
<p><b>8.</b></p>	<p><b>PHA Achievements 2014/15 and Future Plans</b></p> <p>The Chief Executive Officer (CEO) took the meeting through achievement and future plans for next year. He advised that PHA will continue to listen to its customers, is committed to continuing good performance and to this end will implement a customer survey early next year and would appreciate participation by attendees.</p>	

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Chairman

	<p>The CEO noted that PHA was one of the top performing housing associations in Scotland and we were already aware that housing quality and maintenance are top priorities for our tenants and will continue to focus on these areas.</p> <p>He stated that the association currently owns and manages in the region of 1,700 homes in and around Partick. There are many people on our waiting list but only around 120 homes become available annually. We need to focus on building more new homes and we plan to focus on this in the years ahead.</p> <p>The CEO handed over to Anna Goldthorp, Tenancy Liaison Assistant, who updated attendees on the tenancy visit programme and the work of the scrutiny panel.</p> <p>Anna handed over to Mark Hughes, Community Projects Officer, who (as mentioned in the Chairman’s Report) played a short film on the new Broomlea development. Mark went on to announce the six winners of our gardening competition</p>	
<p>9.</p>	<p><b>Garden Competition Winners and Raffle</b></p> <p><b>2015 Winners</b>  <b>Best Back Court</b>  Mr MacDonald, Chancellor Street</p> <p><b>Best tubs</b>  Ms Kidd, Anderson Street</p> <p><b>Best front garden</b>  Anne Marie Stewart, Fortrose Street</p> <p><b>Best new comer</b>  Catherine Christie, Stewartville Street</p> <p><b>Best Contribution for an Under 16 year old</b>  Harry &amp; Charlie Crawford , Gullane Street</p> <p><b>Best Community Garden</b>  Duncan Spiers, Crawford Street</p> <p><b>Raffle winners</b>  1<sup>st</sup> Prize No. 836  2<sup>nd</sup> Prizes No. 830 and 809  3<sup>rd</sup> Prize 802</p>	

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Chairman

	4 <sup>th</sup> Prize No. 818 5 <sup>th</sup> Prize No. 841 6 <sup>th</sup> Prize No. 840	
<b>10.</b>	There being no further business, the Chairman thanked everyone who had contributed to the 40 <sup>th</sup> Annual General meeting and brought the meeting to a close.	

Signed:.....Date:.....  
 Chairman