

MINUTE OF MEETING
PARTICK HOUSING ASSOCIATION BOARD
Partick South Parish Church, 259 Dumbarton Road, Glasgow G11 6AB
6.30pm Tuesday 9 September 2025

Present: Annette Bonar
 Rosemary Cairns
 David Downie
 Jonathan Fairgrieve
 Alastair Firth
 Alan Howie
 Donald Martin
 Les Milne
 Janet Napthine
 Arlene Robertson
 Janet Stitt
 Helen Turner

Apologies: Jake Beaton
 Jeremy Kemp
 Lauchlan Mitchell

Attending: Stewart MacKenzie, Chief Executive (CEO)
 Jacqueline McCutcheon, Corporate Services Director (CSD)
 James Armit, Corporate Services Officer (CSO) (Minutes)

Item 1	<p>Welcome The CEO welcomed everyone to the meeting.</p> <p>Apologies Apologies were noted as detailed above.</p> <p>Declaration of Interests No interests were declared.</p>
Item 2	<p>Election of Chair The CEO invited nominations for the position of PHA Chair. Helen Turner was nominated by Arlene Robertson and seconded by Janet Napthine. There were no further nominations. Helen Turner accepted the nomination, was unanimously elected as PHA Chair and chaired the remainder of the meeting.</p>

<p>Item 3</p>	<p>Election of Office Bearers</p> <p>Vice Chair The Chair invited nominations for the position of PHA Vice Chair. Alan Howie was nominated by Helen Turner and seconded by David Downie. There were no further nominations. Alan Howie was unanimously elected as PHA Vice Chair.</p> <p>Secretary It was agreed that Stewart MacKenzie, in his capacity as Chief Executive and in accordance with the Group Standing Orders, would continue as Company Secretary for PHA and PWL.</p>	
<p>Item 4</p>	<p>Committee Memberships Current committee memberships were as follows.</p> <p>AUDIT & RISK COMMITTEE (6 PHA members; quorum 3)</p> <ul style="list-style-type: none"> • Alastair Firth • Jeremy Kemp • Janet Napthine • Helen Turner • 2 x vacancies <p>HUMAN RESOURCES COMMITTEE (5 PHA members; quorum 3)</p> <ul style="list-style-type: none"> • Annette Bonar • Arlene Robertson • Helen Turner • 2 x vacancies <p>INVESTMENT COMMITTEE (5 PHA members; quorum 3; 3 PWL observers)</p> <ul style="list-style-type: none"> • Annette Bonar • David Downie • Alan Howie • Les Milne • Lauchlan Mitchell • <i>William Harris (PWL Observer)</i> • <i>Frances Manley (PWL Observer)</i> • <i>Colin McCulloch (PWL Observer)</i> <p>HEALTH & SAFETY PANEL (2 PHA members)</p> <ul style="list-style-type: none"> • Les Milne • William Harris – PWL • 1 x vacancy 	

	Following discussion, it was agreed the CEO/CSD would contact the four new Members and existing members to confirm details of updated committee memberships to the Board.	CEO/ CSD
Item 5	<p>Code of Conduct for Potential Governing Body and Governing Body Members</p> <p>Board members had been sent the Code of Conduct & Declaration of Interest forms to complete and return to the Corporate Services Officer. All members present had signed acceptance of the Code of Conduct and updated their Declaration of Interests. For those members not in attendance, an electronic link had been sent and all necessary documentation will be completed by all members before they can attend the next PHA Board meeting.</p>	CSO
	The Chair thanked everyone for their attendance and the meeting closed at 6.35pm.	
	<p>Next PHA Board Meeting</p> <ul style="list-style-type: none"> • Wednesday 12 November 2025 at 6.15pm. 	