



Minutes of the Meeting with Management Committee held on **Wednesday 14 September 2022 at 5.30pm** via in person & via zoom at CentrePoint

Minutes

Present:	David Cooper, Vice Chair (DC)	Craig Callan, Treasurer (CC)	Blanche McGinn (BMcG)
	Przemek Jozwik (PJ)	Patryk Topolski (PT)	Heather Laing (HL)
In Attendance	Cathy Brien, Director (CD)	Elaine Hyslop, Housing Manager (EH)	Abira Sarwar, Senior Finance Officer (AS)
	Clark Davidson, Finance Agent (CD)	Paul Murphy, Corporate Services Officer (PM)	

	Agenda Item	Action
1.	<p>Apologies</p> <p>Apologies were NOTED for Victoria Cowie, Elizabeth Cooper, Eddie Dallas, Lisa Viola and Paul Lennon.</p>	PM to update register.
	<p>Chairs Remarks</p> <p>DC 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 Tuesday the 20th of September at 6pm in person at CentrePoint or via Zoom.</p>	
5.	<p>Staffing</p> <p>Committee discussed and approved the staffing update report.</p>	

6.	<p>6.1 Draft Annual Accounts</p> <p>CD read through the accounts to all in attendance referring to pages 10 to 12.</p> <p>Revenue and income for the year is £1,264,505 million with operating costs of £1,125,000. CD then explained the revenue to operating costs from the accounts to all in attendance.</p> <p>CD informed everyone in attendance that the pension re-measurement had reduced from £144,000 to £8,000 for the year. CD confirmed that the Co-operative is in a healthy financial position.</p> <p>Proposed Craig Callan Seconded David Cooper</p> <p>The Draft Annual Accounts were APPROVED.</p>	
	<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>	
7.	<p>Any Other Competent Business</p> <p>None</p> <p>DC thanked everyone for their attendance and wished everyone a safe journey home.</p>	
8.	<p>Date of Next Meetings</p>	
	<p>Annual General Meeting – 20 September @ 6pm Management Committee Meeting - 25 October 2022 @ 5.30pm</p>	