



**Official Minute of the Annual General Meeting of  
Rural Stirling Housing Association Ltd held at  
Callander Youth Project and by Zoom on Thursday,  
15<sup>th</sup> September 2022 at 7pm**

**PRESENT:**

D Frood	T Elliot
W Oswald by Proxy	T Taylor-Milne
Strathfillan Community Council	L Anderson
D Coleman	R Boath by Proxy
D Twigg	F Boath
T Buik	A Hamilton
B Francis (Zoom)	M Vass
A Miller	S Macmillan
N Macmillan	M Rae
M Gallacher by Proxy	M Robertson by Proxy
M Begg	R M Griffiths
K Butler	A Faulk (Zoom)
H Dales (Zoom)	G Darling (Zoom)

**IN ATTENDANCE**

D Birrell	CEO
K Brown	Depute CEO / Director of Finance and Corporate Services
C Wood	Director of Housing and Property Services
J Leeds	Housing Services Manager
L McGregor	Housing Services Officer
Sandra McPhee	Governance & Compliance Officer
J Salcedas	Housing Services Adviser

**INVITED GUESTS**

A Hill	SFHA
Nicola Garden	Alexander Sloan (Zoom)
Councillor Gerry McGarvey	Stirling Council, Ward 2 Forth & Endrick
Margaret McDonald	East Loch Lomond Community Trust
Audrey McGhee	Hill & Robb Solicitors
Mareta Greig	Forth HA (Zoom)

## **1. Introduction and Apologies**

Mark Griffiths, Chair, opened the 32<sup>nd</sup> Annual General Meeting of the Association and outlined the formal business to be dealt with. The Chair welcomed Members, our guest speaker Aaron Hill from Scottish Federation of Housing Associations (SFHA) and Nicola Gardener from Alexander Sloan, Auditors to the meeting. For GDPR reasons, the Chair also advised that we would be taking photographs throughout the evening.

In remembrance of Her Majesty, Queen Elizabeth II a one minutes silence was held.

The CEO advised that 28 apologies had been received and that 4 members had appointed proxies to attend on their behalf. Apologies had also been received from 2 invited guests. Apologies are listed in Appendix 1 attached.

## **2. Minute of the Annual General Meeting held on 16th September 2021**

The Minute was approved as an accurate record on a motion by Theresa Elliott and seconded by Fiona Boath.

## **3. Guest Speaker, Aaron Hill, Scottish Federation of Housing Associations (SFHA)**

The Chair introduced guest speaker, Aaron Hill, Director of Policy and Membership Scottish Federation of Housing Associations (SFHA).

Aaron is Director of Policy & Membership at SFHA, and leads the teams responsible for the organisation's policy development, member engagement and innovation. He has a particular interest in housing associations' role in supporting moves towards a wellbeing economy, and the financing of decarbonisation.

Prior to his current role, he worked in a variety of senior policy and external affairs roles in Wales, with Community Housing Cymru, the Learning & Work Institute and the Welsh NHS Confederation, as well as running a number of high profile cross-party political campaigns on issues such as electoral reform. He has also volunteered as a trustee with a number of charities, and chaired Public Affairs Cymru, the representative body for public affairs and policy professionals in Wales.

Aaron gave a presentation on 'Housing to 2040, and Beyond...' which included the impact of Covid-19, changes in Government and also the cost-of-living crisis and recent decision from the Scottish Government on rent increases.

Aaron also highlighted the impact these issues have on rural housing and on Rural Stirling Housing Association.

The Chair gave thanks to Aaron for a very informative and thought-provoking presentation.

## **4. Chairperson's Report / Annual Report 2021-22**

The Chair presented his Annual Report which included the following:-

- The organisation continues to work towards recovery following Covid-19.
- Staff are continuing to work from home and office and the Chair thank all staff for their hard work.
- The Annual Performance Report 2021-22 has been published, copies available to members in attendance and is also available on the Association's website.
- The Association continues to deliver new build developments which include the completion of 50 properties at Clash Farm, Callander, as well as future developments at Strathblane, Croftamie and Drymen which are currently being progressed.
- Improvement works to our existing properties of bathrooms, kitchens and new windows as well as £900k investment in new carbon efficient heating systems in 40 properties.
- With cost-of-living crisis affecting everyone, the Board and Staff are working to ensure costs are being controlled to help with the situation.
- Summary of the Association's Financial position has been provided with a full copy of the annual accounts being made available online on our website.
- The Association continues to work closely with Stirling Council, the National Park and local community councils.
- Staff team, lead by Donna Birrell continue to provide high quality services and for this we thank them for their hard work.

The Chair advised the meeting that Kirsty Brown, the Depute CEO and Director of Finance and Corporate Services, will shortly be leaving the Association and wished her well in her new role and thanked Kirsty for all her hard work during her time with the Association.

The Chair also advised that over the past year, Anne Law stepped down from her position on the Board and Malcolm Begg is stepping down from the Board at this Meeting. The Chair thanked both Anne and Malcolm for their commitment and time over the years they have given to the Board and Association.

The Chair thanked all Board members for their support and guidance throughout the year. He gave special thanks to Fiona Boath and Theresa Elliot as Joint Vice Chairs for their support.

#### Questions Received from Members not in attendance:

- Question 1 – Estate management issues raised by a member which are related to Stirling Council.
- Question 2 – Decarbonisation issues.

#### RSHA response:

- Question 1 – The Chair advised that the Association is working with Stirling Council to address the estate management issues raised and working towards a resolution.
- Question 2 – The Chair advised that an Energy Audit of all our properties has been completed by Changeworks on behalf of the organisation in order to identify areas of work required for the organisation to meet the new EESSH 2 standards.

### Questions / Comments from attendees:

- Councillor McGarvey advised that he will shortly be taking on the role of Portfolio Holder for Housing with Stirling Council and confirmed is committed to ensuring a continued good working relationship with the Association. He also commented that he has special relationship with the organisation as one of his family members was a founder member of the organisation.
- A member asked about Tenant Forum meetings. The Chair advised that the Housing Services Manager has worked to set up what will be termed Tenant Gatherings but unfortunately interest has been low. Going forward work will re-commence to get these meetings organised in the near future.

There were no further questions or comments raised.

### **5. Annual Accounts and Auditors' Report**

Nicola Gardener of Alexander Sloan, the Association's external auditors, was introduced to the meeting.

The Auditor referred the members to the Summary of Accounts for the period to 31 March 2022 which had been circulated prior to the meeting and confirmed that their Audit found a True and Fair view of the annual accounts with no concerns raised.

The Auditor confirmed that the audit found all accounts to be clean and unmodified.

The Chair thanked Nicola, Allison and the Team at Alexander Sloan for all their work during the Audit.

### **6. Appointment of the Auditor**

The Chair explained that the Board of Management had agreed to recommend to the AGM that Alexander Sloan be re-appointed as the Association's auditor for financial year 2022-23. This was approved on a motion from Ken Butler and seconded by Fiona Boath.

### **7. Election of Board Members**

The Association's Chief Executive, Donna Birrell explained that:

- The Rules provide for up to 15 members of the Board of Management and that there are currently 13 elected Members.
- Our Rules require that one third of the existing Board is required to retire each year by rotation, equivalent to 4 Board members. Those longest-serving members due to retire this year were: Malcom Begg, Margaret Vass, Linda Anderson, Lorna Cameron and Susan Macmillan.
- Malcolm Begg had decided to stand down but not to seek re-election.
- Two nominations had been received, from Howard Dales and Graeme Darling.

As there were 6 nominations for the 7 vacancies all were declared to have been duly elected.

The Chair noted that the Board still had one vacancy and encouraged anyone who was interested to consider becoming involved in the Board in future particularly a tenant member. Anyone who was interested was invited to contact the Chair or Chief Executive for more information.

The Chair then presented the results of the annual Garden Competition and Good Neighbour Awards.

The Garden Competition Winners are as follows:

Best Vegetable Garden: 1<sup>st</sup> Mr Hartely – Hengist, Aberfoyle

2<sup>nd</sup> Mr McLaren, Kippen

3<sup>rd</sup> Mr & Mrs Scott, Aberfoyle

Best Individual Garden: 1<sup>st</sup> Mrs Elston, Killin

2<sup>nd</sup> Mrs Black, Doune

3<sup>rd</sup> Mr Wyllie, Killin

The Chair thanked all entrants and also thanked the Garden Competition Judge, Bill Tait.

The winner of our Good Neighbour Award was announced as Miss Lorraine Miller, from Callander.

The Chair invited everyone to stay and enjoy refreshments. The staff team were on hand to answer questions and the development proposals were on display at the back of the hall. The Chair also reminded attendees about the Strathcarron Hospice collection, and any donation however small being greatly appreciated.

The Chair thanked Donna and Sandra for organising the event, and thanked everyone for attending the 2022 AGM. He wished everyone a good night and brought the meeting to a close.

**Apologies for AGM 2022 from Members**

	<b>Name</b>
1	C Beattie, Chief Executive, Stirling Council
2	C McNab
3	K Archibald
4	M Archibald
5	D Rose
6	I Bell
7	A Bell
8	L Johnstone
9	R Moyes
10	E Robertson
11	C O'Brien
12	R Hughes
13	H Petri-Coutts
14	A McLaren
15	A Kilgour
16	E Kilgour
17	N Gardiner
18	M Kelly
19	D Simpson
20	P Pearson
21	F Russell
22	M Earl
23	L Cameron
24	M Beaton
25	F Minguillon
26	O McKee
27	S Kirkpatrick
28	A Smith

**Apologies for AGM 2022 from Invited Guests**

Anne Knox	SVE
Natalie Masterson	SVE
Claire Baker	MSP
Alexander Stewart	MSP
Councillor Rosemary Fraser	Forth and Endrick Ward
Jim Davidson	Hill & Robb Solicitors
Natilie Masterson	Chief Executive, Stirling Voluntary Enterprise

Susan Holden	Chairperson, Callander Community Council
Grant Fraser	Relationship Director, Bank of Scotland