

**ROSEHILL HOUSING CO-OPERATIVE LIMITED**

**MINUTES OF ANNUAL GENERAL MEETING HELD ON TUESDAY 17<sup>th</sup>  
SEPTEMBER 2024 AT 7:10PM**

<b>Present (Top Table):</b>	Nicki Finlayson	Chairperson
	Kerry Stevenson	Vice Chairperson
	Geri Mogan	Director
	Aisha Sawar	Auditor
<b>Minutes:</b>	Kelly McCallum	Customer Services Officer
<b>Members Present:</b>	50	members present in hall
	74	valid proxies (Sederunt held on file)

N Finlayson declared at 7:10pm that the meeting was quorate in accordance with rule 21.1 and could now proceed. She welcomed those present and advised she had introduced herself, the Vice Chair and the Director at the SGM. However, she introduced Aisha Sawar, Rosehill's auditor.

**1. Apologies**

Apologies for absence were received from 4 members whose details are held on file.

A member also submitted apologies on behalf of Noreen Wynn, Lunderston Drive and Marie Miller, Glenlora Drive.

The Chair declared that 74 valid proxies from members giving 8 other members their vote had been received. She advised that a vote is not anticipated for tonight.

**2. Minutes of previous Annual General Meeting held on 14<sup>th</sup> March 2023 and Matters Arising**

The minutes were read through by the members present and were accepted as true and accurate on a motion by Mr Thomson, 89 Glenlora Drive and seconded by Mr McLatchie, 29 Priesthill Road 0/1.

There were no matters arising.

**3. Chair's Report**

The Chair explained to members that it was part of her role to provide a report on key matters including performance information. She advised that her report would be in 2 parts, with the first providing an account of the financial year ending 31<sup>st</sup> March 2024 and the second would be a more up-to-date position.



The Chair referred to the Annual Performance Report issued in October 2023 as a video on our website, following a recommendation from the Tenant Scrutiny Group – Rosehill Tenants’ Voice. Hopefully the new format was beneficial and is a shorter and more interesting way to receive information on our performance. Links to the report were emailed or text to the majority of our tenants. Paper copies of the headline results were sent out to the remaining tenants. The Chair advised that if any members have any suggestions for further improvements, to please get in touch with the office.

Some of the key results from the report were – all gas safety checks completed within the 12 month anniversary period as required by law. On average it took 3.34 days to complete non-emergency repairs which was better than the Scottish average of 8.7 days and the local average of 6.8 days. The average time to complete emergency repairs was 2.72 hours which compares favourably to the Scottish average of 4.2 hours and the local average of 3.5 hours. Almost 97% of tenants, who had repairs carried out were satisfied with the service. Although a slight decrease from the previous year, our result was better than the Scottish average of 88% and the local average of 85%. 100% of anti-social complaints were resolved within our target timescales, which is better than the Scottish and local averages of 94%. Our average rents across all property sizes remain lower than both the Scottish and Local averages.

Rosehill are aware there are things we need to improve on, some of which relate to tenant satisfaction, for example, relating to neighbourhood management and Rosehill keeping its tenants informed of its services and decisions. When we carried out our last 3 yearly tenant satisfaction survey in September 2022, we seen a drop in satisfaction in these areas, amongst others. We did some follow-up work with tenants who had given their names and had provided feedback to help us better understand the reasons for the fall in satisfaction. We are working to make improvements where possible and to assist with this we will work with our Tenant Scrutiny Group – Rosehill Tenant Voice where appropriate.

We are currently working on this year’s Annual Performance Report which will provide information on our performance to 31<sup>st</sup> March of this year. The Report will be published by the end of October.

In our Autumn 2023 newsletter, we let you know that we were changing our financial year, effective from 1<sup>st</sup> April 2024. Our financial year used to be October to September but has changed to April to March. We explained that we were doing this in response to the main recommendation from a governance review we had commissioned. To facilitate this change, our financial year which began in October 2022, was extended by 6 months and ended on 31<sup>st</sup> March 2024. The change in financial year has had a knock on effect on when we hold our AGMs, so they are no longer held in March each year but September from now on.

We were busy over the last 18 months or so carrying out a review of our constitution and as you know at our SGM held earlier tonight we asked you our members to vote in relation to adopting new rules and changing our name to Rosehill Housing Association Limited.

M  
i  
n  
u  
t  
e  
s

We are delighted that the vast majority of you voted in favour of the changes. We now need to formally notify the Financial Conduct Authority, the Office of the Scottish Charity Regulator and The Scottish Housing Regulator and obtain any required consent. So, all going well the changes will officially come into effect before the end of this year. The Management Committee firmly believes that this is the right thing for Rosehill and its tenants.

We are aware these are still challenging times and we continue to support our tenants through the ongoing cost of living crisis in a number of ways. This includes the provision of our own Welfare Benefits service through which tenants have received assistance in applying for various benefits including winter fuel payments, signposting tenants as to where they can get energy advice and other financial support and obtaining and distributing food parcels to those who need them. We are aware that changes are coming in which will affect who will be eligible for winter fuel payments this year. Look out for our Autumn newsletter which provides more information about this and how it may affect you. I am pleased to report that for a second year we were successful in obtaining Scottish Government funding to assist tenants with high energy bills. Almost a thousand tenants each received £112.97 by the end of March. We were also successful in obtaining over 40 air fryers to be given out to tenants to further help with tackling energy costs.

Our Christmas events continue to prove popular with the over 60s Christmas party and Christmas Pantomime having a good turnout and being thoroughly enjoyed by those who attended last year. Our annual fun day held in early August was also a great success.

We continue to invest in and maintain our homes. Since April 23 we have spent £1.6m on planned works replacing the radiators in 181 homes, windows in 69 homes and external doors in 103 homes. We also replaced boilers, kitchens and bathrooms in some of our housing stock.

Every year we carry out maintenance and safety checks on every gas boiler, maintain our open spaces and carry out external painterwork and gutter cleaning to a percentage of our stock along with carrying out electrical safety checks and other safety inspections. We spent nearly £200,000 delivering this.

The members present had no questions on the Chair's report.

M  
i  
n  
u  
t  
e  
s

**4. Presentation of the Annual Accounts for the year ended 31<sup>st</sup> March 2024**

The Chair passed to Aisha Sawar from Chiene & Tait (Auditors) who explained that she would be presenting the accounts.

Aisha advised that the members were previously advised of the change to the financial year end and so the abbreviated accounts issued in advance of the meeting covers a period of 18 months, 1<sup>st</sup> October 2022 to 31<sup>st</sup> March 2024. She referred in particular to the statement of comprehensive income, and explained that Rosehill had made a surplus of £1,240,397 in the period, which is essential for future projects. Aisha highlighted the main sources of income and areas of expenditure and how these compared with the previous year.

Aisha then referred to the statement of financial position explaining that this reflected Rosehill's financial position as at 31<sup>st</sup> March 2024. She went on to highlight the various assets and liabilities held at that date.

She concluded that Rosehill's financial position is extremely strong.

There were no questions on the Annual Accounts from the members present.

**5. Auditor's Report**

Aisha referred to the audit of the financial statements and confirmed that these have been correctly prepared in accordance with UK Generally Accepted Accounting Practice and within the requirements of the Co-operative and Community Benefits Societies Act.

She confirmed that, in her opinion, the financial statements give a true and fair view of Rosehill's affairs as at 31<sup>st</sup> March 2024 and that Rosehill remains a going concern.

Aisha went on to explain that in addition to the above she was also required to report on certain matters by exception, for example if any significant weaknesses in Rosehill's control systems had been identified during the course of the audit. She confirmed that she had nothing to report and was therefore able to give an unqualified audit report.

Aisha thanked Rosehill's staff for their assistance during the audit.

There were no further questions for the Auditor from the members present.

**6. Appointment of Auditor for 2024/25**

The Chair informed those present that the Management Committee is recommending that Chiene + Tait be re-appointed as auditor for the year 2024/25.

Chiene + Tait were formally appointed as auditors for the financial year 2024/25 on a motion by Mr Doyle, 84 Lunderston Drive and seconded by Mrs McDaniel, 90 Glenlora Drive.

M  
i  
n  
u  
t  
e  
s

There being no objections, the Chair confirmed that Chiene + Tait had been formally appointed as Auditor for the year 2024/2025.

## **7. Election of Management Committee Members**

The following committee members, Kerry Stevenson, Hugh McLatchie and Keiran Devaney are required to stand down from the Management Committee under rule 36 – longest serving. Karen Thomson is also required to stand down as she filled a casual vacancy during the year.

It was also noted that Kerry Stevenson has served for a continuous period in excess of 9 years and cannot stand for re-election unless the committee agrees to permit her to stand again (Rule 34.6). The Scottish Housing Regulator also requires, in its regulatory standards that we ensure any committee member seeking re-election after 9 years continuous service demonstrates continued effectiveness. The Chair confirmed that the Management Committee has considered this in the case of Kerry Stevenson and is satisfied that she is still able to demonstrate her continued effectiveness in this regard and therefore the Management Committee resolved to permit her to stand for election again. This process ensures that committee members continue to demonstrate that they can properly fulfil their roles and act in the best interests of tenants and other service users.

It was confirmed that Kerry Stevenson, Hugh McLatchie, Keiran Devaney and Karen Thomson are eligible to stand for re-election without nomination.

The Chair advised that there were no nominations for election to the Management Committee and as the number of vacant places is higher than the number of people standing for re-election, there was no need for a vote. Therefore she advised that Kerry Stevenson, Hugh McLatchie, Keiran Devaney were duly re-elected and Karen Thomson elected to the Management Committee.

## **8. Chair's closing remarks**

The Chair closed by thanking her fellow Committee Members for their hard work and support during the year. She also thanked Geri Mogan for her expertise and dedication to Rosehill and all the staff team for their hard work and finally all members present for their continued support to Rosehill. She asked whether there were any questions relating to the business of tonight's meeting.

There were no questions.

The meeting was therefore closed at 7:40pm.

Geri Mogan then proceeded with the raffle draw.

M  
i  
n  
u  
t  
e  
s

**Raffle**

1st Prize	Marion Farrell, Glenlora Drive
2nd Prize	Lynn Bagley, Johnsburn Drive
3rd Prize	Alan McDonald, Peat Road
4 <sup>th</sup> Prize	Lesley McCarthy, Househillmuir Road
5 <sup>th</sup> Prize	??

There were various other minor prizes.

**Bingo**

Single Line	Grace McDonald, Elliston Drive
Double Line	Lorraine Howarth, McCloy Gdns
Full House	Lorraine Howarth, McCloy Gdns

I certify that this minute was approved as a true and accurate record of the meeting.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Chair)

M

i

n

u

t

e

s