

PARAGON HOUSING ASSOCIATION LIMITED
Minutes of Special Management Committee meeting
Beancross Farm, Polmont
21st September 2022, 6.15pm

Present: J Anderson
E Campbell
E McNie
K Menzies
R Murray
M Richards
F Wallace

Observers: A Anderson
B Lees
C Munro

Staff: M Torrance
W Baxter
M Thompson

Restricted agenda in accordance with Rule 56.2

GOVERNANCE / MINUTES ETC

1. APOLOGIES

Noted that Sandy Young had submitted his resignation for personal reasons. This is effective from 21st Sept 2022. Members expressed their good wishes and sincere thanks to Sandy for his work.

Potential new members A Anderson, B Lees, C Munro and S Robertson were welcomed as observers.

2. ATTENDANCE REGISTER

Noted – no issues

3. MINUTES OF PREVIOUS MEETING 17 AUGUST 2022

There were no amendments to the minutes.

Proposed: L McNie
Seconded: M Richards

Minutes Approved.

3a Matters Arising

None

4 BUSINESS ITEMS

4a AGM Brief and Election Arrangements

Margaret took members through the AGM brief and all noted arrangements for elections. Papers submitted on time for B Lees and A Anderson to stand for election. Co-options to be considered for other possible members.

4b SHR Audited Financial Statement (AFS) Return 2022/22

The return was provided to members in advance of the meeting.

The return is due to be submitted to the SHR by the 30th September. Based on Annual Accounts as approved at August meeting

There were no questions.

Committee members approve the AFS return to the SHR.

4c TPT Financial Assessment Questionnaire

The questionnaire was provided to members in advance of the meeting.

It was noted the Association remains assessed as low risk.

F Wallace commented on recent feedback to SHAPS support group regarding revaluation.

Committee members approved the return for submission to the Pension Trust.

4d OSCR Return

The return was provided to members in advance of the meeting.

The return is due to be submitted to OSCR by the 31st December 2022.

Committee members approve the OSCR return.

4e FCA Return

The return was provided to members in advance of the meeting.

Members appreciated the work done by F&I Manager in ensuring returns completed on time.

Committee members approve the FCA return.

4f Development Proposal

Noted this item will carry forward to next meeting as still some information required to complete the proposal.

4g. Other Business

F Wallace declared an interest on an item regarding an allowance and took no part in the discussion. W Baxter advised that F Wallace is entitled to decoration allowance of £80.00 for contract work to her home in accordance with the relevant policy. The allowance was approved.

5 DATE OF NEXT MEETING

The next meeting is due to be held on 19th October 2022.
Members will be contacted to check availability and the time will be confirmed.

Signed: Chairperson	
Date:	