

PARAGON HOUSING ASSOCIATION LIMITED
Minutes of Management Committee Budget Meeting
Hybrid Meeting
26 March 2025

Present: A Anderson
 E Campbell
 S Gilbert
 B Lees (online)
 J O'Meara (online)
 M Richards

Staff: M Torrance
 E Mathershaw
 M Thompson
 W Baxter
 M Binnie

Guest : C Beckley, RGDP

Claire Beckley, Data Protection Officer from RGDP joined the meeting to take members through a presentation on Data Protection Training and provided members with an update on Paragon's compliance.

C Beckley advised that Paragon have a good level of compliance and engagement and are on track with the action plan which she took members through.

There was discussion around AI in relation to data protection.

Note – B Lees joined the meeting

Note – C Beckley left the meeting

GOVERNANCE / MINUTES ETC

1. APOLOGIES

J Anderson (SLA)
D McLean
K Menzies
L McNally

2. GOVERNANCE ITEMS

M Torrance requested a special leave of absence for J Anderson if required due to personal reasons – members approved.

PBE – application for housing for friend of committee member – for noting only at this stage. Full details on PBE register.

2a. Minutes of Previous Meeting – 12 March 2025

There were no amendments to the minutes.

Proposed: S Gilbert

Seconded: A Anderson

Minutes Approved.

2b. Matters Arising

None

3. BUSINESS ITEMS

3a. Budget Paper 2025-26

M Thompson took members through a presentation on the proposed budget. Members had been issued with a detailed report in advance of the meeting.

The income in the budget is based on the rent increase decision in January 2025.

The budget ensures compliance with the covenants.

In relation to the EBITDA MRI covenant we have written confirmation from The RBS that this covenant will not be tested before we re-finance as it would be tested at the year end.

There was discussion on the funding of medical adaptations.

W Baxter provided an update on the development at Commissioner Street.

M Torrance provided an update on the current refinancing exercise. Tenders have been received and a meeting is taking place tomorrow to go through these.

M Thompson provided an update on the staff pension consultation.

Note – J O'Meara left the meeting

Management committee members approved the budget for 2025-26.

Note – E Mathershaw left the meeting

3b. Bad Debts Write Off Paper

M Thompson advised members of the sums for write off noted on the paper.

Management committee members approved the write off paper.

4. ANY OTHER BUSINESS

None

5. DATE OF NEXT MEETING

TBC to take account of return of Funding Tenders.

Signed: Chairperson	
Date:	