



BRIDGEWATER HOUSING ASSOCIATION Ltd

BOARD MEETING

Date:- Wednesday 11th August 2021

Time:- 5.30pm

Venue:- Via Zoom

MIUTE

Present: A Morris Chair, K McIntosh, F Bradley, A Westrop, D Love, S Austin, C McGarry,

In Attendance: I McLean Chief Executive, A Kennedy Head of Finance, S Curry Corporate Services Manager, T Bates French Duncan

GOVERNANCE

1. Welcome and Chairs remarks

The chair welcomed everyone to the meeting and confirmed that they had all received their papers on time

2. Apologies

Apologies had been received from: J Patterson, H Stirling

3. Declarations of Interest

Members were invited to declare an interest on any of the items on the agenda.

There were no declarations of interest

**4. 1. Minute of Board meeting held on 30th June 2021 – for Approval
2. Minute of Covid Emergency Committee meeting 15th July 2021 – for noting**

Members were invited to consider the minute of the Board meeting held on 30 June for approval and note the Minute of the Covid Emergency Committee meeting of 15 July

The 30 June Minute was **APPROVED** by S Austin and **SECONDED** by K McIntosh. The 15 July Minute was **NOTED** by members

5. Matters Arising

Members were invited to consider any matters arising from the approved and noted minute.

There were no matters arising.

FOR HOMOLOGATION

6. Granting of Tenancy

Members were requested to HOMOLOGATE a decision taken by the Chair to grant a tenancy to a relative of a member of staff. Members considered the report which had been presented to the Chair which outlined the circumstances and made clear that the allocation was in line with the Association's policy and that the member of staff in question had had no part in the allocation process.

Having satisfied themselves that the allocation was in line with our allocation policy and that the appropriate policy and procedures had been followed, members **HOMOLOGATED** the decision of the Chair to grant the tenancy.

MATTERS FOR APPROVAL

7. Report and Financial Statements Year Ending 31.3.2021 – presented by Tommy Bates, French

Members were invited to consider the year end annual accounts, financial statements and associated reports from the Association's External Auditor. T Bates from French Duncan presented these various reports and pointed out the significant areas where Board members should pay particular attention to. Significantly he indicated that the Auditors were presenting a clean audit with no Management letter points. Since this was the last audit that French Duncan would be carrying out, the Chief Executive thanked the firm and its staff for their diligence and hard work over the past five years.

Members **NOTED** the report to the Board, **APPROVED** the Annual Accounts, **APPROVED** the Management Letter, **NOTED** the Financial Covenants Report,

MATTERS FOR CONSIDERATION, COMMENT AND NOTING

8. SHAPS – Employer Form of Authority

Members were invited to note the SHAPS Employer Form of Authority

Members **NOTED** the form

9. Board Active Governance Statement – August 2021

The Chief Executive indicated that it was time to review the Active Governance Statement. He had carried out an internal review however since this was the Boards statement it required Board Member input. He indicated that he would envisage the statement being approved at the September Board and in the meantime, any Board Member who had any input should get in touch with him.

Members **NOTED** the statement

10. Care & Repair 2021-22 Q1 update

Members were invited to consider the Quarter 1 Care and Repair update report. The Corporate Services Manager explained significant issues since the last report in relation to contracts and staffing, together with an up-date on statistics and performance in relation to the contracts.

Members **NOTED** the report

11. Arrangements of AGM – verbal update

The Chief Executive provided a verbal update on arrangements for the AGM, explaining when and how it will be held.

Members **NOTED** the report

MATTERS FOR BRIEFING AND INFORMATION ONLY

12. SHR – National Panel of Tenants and Service users 20/21 Report

Members were invited to consider a report by the SHR on the results of a recent National Panel of Tenants and Service Users survey.

Members **NOTED** the report

REGULATORY ISSUES

13. Notifiable Events

There were no Notifiable Events

ADMINISTRATION

14.	Issues which the Chair has agreed as urgent
	There were no urgent issues
15.	Date of next Board Meeting – Wednesday 29th September 2021