

Official Eildon Board Minutes



Meeting: Board Meeting of Eildon Housing Association Ltd.

Date: 14 February 2024

Time: 5.30pm 7.47pm (2hrs 17mins)

Location: Weaving Shed

Present: Mr R Beardsley, Ms C Fancy (Chair), Mr B Frater, Mr C Highton, Ms Harvie (from 5.45pm), Mr R Kilshaw, Mr A Lundmark, Ms E McHugh, Ms H Macleod, Dr A Mordue, Mr Swinton

Virtual: Ms C Louch

Attendance: Mr N Istephan, Chief Executive & Company Secretary (CEO)
Ms L Mirley, Director Business Support (DBS)
Ms A Miller, Director Community Services (DCS)
Mr N Wilson-Prior, Director of Property Assets (DPA)
Ms S Spence, Governance Officer (GO)

Ms Fancy Presided

Ref	Subject
Board Items	
1.01	Welcome & Apologies The Chair welcomed everyone and opened the meeting at 5.30pm. There were no apologies to note.
1.02	Declarations of Interest As a tenant of Eildon Housing Association, Mr Beardsley noted a declaration of interest for agenda item 2.05 Rent Increase 2024/25 – Consultation Feedback. The Chair thanked Mr Beardsley for his declaration and advised while he could not contribute to the discussion, he was welcome to stay in the meeting.
1.03	Minutes for Approval The minutes of the Board meeting held on 13 December 2023 were approved as an accurate record on the motion of Mr Frater and seconded by Mr Highton.
1.04	Action Points & Matters Arising There were no Action Points or Matters Arising reported.
1.05	Remuneration Committee (RemCo) 20 September 2023 and 29 November 2023 Mr Frater, Chair of Remco updated the Board on the RemCo meeting on 20 September 2023 and 21 February 2024. Recommendation: Board Members noted the draft Remco minutes 20 September and 29 November 2024.
1.06	EEL Board 14 February 2024 Mr Lundmark, Chair of EEL, gave an overview of the meeting.

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	Recommendation: Board Members noted the update from the EEL meeting.
Strategic Items for Discussion/Approval	
2.01	<p>Management Accounts & Financial Report Q3 DBS gave an overview of the Management Accounts and Financial Report Q3.</p> <p>5.45pm Ms Harvie joined the meeting at this point.</p> <p>RECOMMENDATION - The Board:</p> <ul style="list-style-type: none"> a) Approved the Quarter 3 Management Accounts 2023/24, b) Noted the revised estimated out-turn for 2023/24
2.02	<p>Development & Treasury Management Report Q3 DPA presented the Development aspect of the Development and Treasury Management Report.</p> <p>RECOMMENDATIONS - The Board:</p> <ul style="list-style-type: none"> 1. Noted the movement in the development programme and consider the implications of the revisions outlined. 2. Noted that factors that have been identified that will influence the development of the 2024/24 updated medium and long-term financial viability planning which will be presented to Board in March 2024. 3. Considered the report in Appendix C Funding Tender Summary and approve the incorporation of the recommendations into the 2024/25 Treasury Management Strategy to be presented to Board in March 2024
2.03	<p>Performance Report Q3 DBS gave an overview of this report.</p> <p>RECOMMENDATION: The Board noted the contents of this paper and the Quarter 3 Performance Booklet.</p>
2.04	<p>Care Performance Report Q3 DCS presented the report.</p> <p>RECOMMENDATIONS: The Board noted the performance of Care Services within Q3 2023/24.</p>
2.05	<p>Rent Increase 2024/25 – Consultation Feedback DCS gave an overview of the paper.</p> <p>RECOMMENDATIONS - The Board noted the content of this paper and feedback from tenants, and consider the recommendations of the Executive Team as follows:</p> <ul style="list-style-type: none"> 1. To increase social rents by 7%. (including 16 sharing owners with tenancies less than 20 years old). 2. Service charges within care services by 5% and by 7% for tenants with restricted service charges. 3. Rents for garages, and guest room charges by 7%. 4. Increase charges for NHS meals by 10%.

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	<p>5. Board charges in extra care housing by 7%.</p> <p>6. Approved the increases in charges for leased properties (based on the lease agreements) as follows:</p> <ul style="list-style-type: none"> Huntlyburn Terrace (properties leased to BGH) 5.3% based on RI as at November 2023. Riverside House (communal kitchen) 5.3% based on RPI as at November 2023 +1%=6.3%.
2.06	<p>Board Member Remuneration CEO presented the report.</p> <p>RECOMMENDATIONS: The Board</p> <ol style="list-style-type: none"> Considered and discussed the information set out in the paper. Advised the Secretary that they wished to park the issue of Board Member Remuneration.
Other items for Board Approval/Noting	
3.01a	<p>Legal Actions – Rent Arrears With no questions raised on the one case reported the Chair moved to adopt the Recommendation.</p> <p>RECOMMENDATIONS - The Board approved to seek Decree to Evict if required.</p>
3.01b	<p>Legal Actions – Rent Arrears (Delegated Authority) DCS presented this paper.</p> <p>RECOMMENDATIONS: The Board noted the action taken and homologated the decision made by the Chair and Vice-Chair.</p>
3.02	<p>Tenancy Write-Offs DCS advised Tenancy Write-Offs will be reported at the Q4 meeting 15 May 2024.</p>
Standard Items	
4.01	<p>Disposal of Land/Property/Leases and Granting of a Security</p> <p>There were no disposals reported.</p>
4.02	<p>Payments & Benefits DCS presented this paper.</p> <p>RECOMMENDATION: The Board noted the granting of a tenancy to a close relative at Eildon Housing through the Government's Mortgage to Rent Scheme.</p>
4.03	<p>List of Signings and Use of Seal There were signings or use of the Seal reported.</p>
5.05	<p>Membership Applications There were no Membership Applications reported.</p>

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5.05	AOCB The Chair closed the meeting at 7. 47pm.

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Cathie Fancy, Chair
13 March 2024