

Provanhall Housing Association Limited – Minute of Management Committee Meeting held on Friday 27th March 2020, at 12 noon – virtual meeting only held.

1.0 Sederunt

Action

Present: Elizabeth McEwan (Chairperson)
Cathie Reid, (Committee Member)
Rodger Harley, (Committee Member)
Margaret Stewart, (Committee Member)
Linda Cameron, (Co-optee)
Clarice Spaine, (Committee Member)
Tracy Coutts, (Committee Member)
Barbara McCluskey, (Committee Member)
Christine Morris, (Secretary)

In Attendance: Patricia Gallagher, Director

2.0 Apologies

2.1 There were no apologies to record.

3.0 Registration Of Interest

3.1 There were no registrations of interest to note.

4.0 Standing Orders and Proposed Amendments - Written Report By Director - Approved

4.1 A written report by the Director was circulated prior to the meeting and approved.

4.2 Discussions took place on legitimacy of virtual meetings and updating the Management Committee on guidance as it becomes available during, and in relation to, lockdown. D

5.0 Insurance renewal quotation – Written Report By Director – Approved

5.1 A written report by the Director was circulated prior to the meeting and approved.

5.2 The Director confirmed that all required Insurances were in place and that she maintains regular contact with the Insurance Broker in relation to any policy or practice changes to determine any impact on insurance.

6.0 Coronavirus Virus contingency plans – Written Report By Director - Approved

6.1 A written report by the Director was circulated prior to the meeting and approved.

6.2 Discussion took place on the content for the weekly updates for the Management Committee and the forwarding of any other relevant information via email. D

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7.0 Notifiable Events Report – Written Report By Director – noted

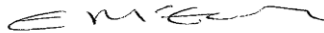
- 7.1 A written report by the Director was circulated prior at the meeting and approved.
- 7.2 The Director advised that the notification had been completed in line with the Regulators requirements.
- 7.3 The Director further advised that she will keep the regulator apprised of any changes to service provision over the next few weeks, once things become clearer. D

8.0 A.O.C.B.

- 8.1 There was no A.O.C.B.

9.0 Date and Time of Next Meeting

- 9.1 The date and time of the next meeting is to be confirmed. D/C



Signed By Chairperson:

Date: 18/05/2020