

Minutes of the Management Committee Meeting of Trafalgar Housing Association held on Monday 6th September 2021 at 6:45pm via Microsoft Teams.

Present

Bernadette Swindon (Chair)
 Joshua Campbell (Vice-Chair)
 Diane Hendry (Full Member)
 Nicola Lyden (Full Member)
 Graham Dunlop (Casual Vacancy)
 Chris Daisley (Co-optee)

In Attendance

Paul McShane (Director) – Items 1 & 2
 Amy Sweeney (Temporary Admin Officer) – Items 1 & 2
 Graeme Bruce (Financial Advisor) – Items 1 & 2
 Freya Lees (North Star Consulting & Research)
 Lorraine McLaren (McLaren Consultancy)

Item One – Apologies and Declarations of Interest	ACTION
Apologies were received from Janet Stitt, Liz Grass and Willie Croft.	
Item Two – Annual Accounts (Graeme Bruce)	
<p>The papers were circulated to Committee prior to the meeting.</p> <p>The Financial Advisor explained to the Committee that they would be the ones who would approve the Annual Accounts.</p> <p>The Financial Advisor explained the Annual Accounts to the Committee.</p> <p>A discussion took place about the Association’s financial figures.</p> <p>Committee requested that the Letter of Representation signatory section be changed from ‘Chairperson and Treasurer’ to ‘Chairperson and Vice-Chair’.</p> <p>Committee were happy to approve the Annual Accounts and Letter of Representation and to have digital signatures added to the documents.</p> <p>Proposed by Bernadette Swindon and seconded by Joshua Campbell.</p> <p>It was advised by Freya Lees that only the Committee members should be present for Item 3 the Options Appraisal.</p> <p>The staff and the Committee thanked each other for their time.</p>	<p>Document to be changed from ‘Chairperson and Treasurer’ to ‘Chairperson and Vice-Chair’.</p>

The Director, Financial Advisor and Temporary Admin Officer left the meeting at this point.	
Item Three – Options Appraisal (Freya Lees – North Star Consulting and Research)	
Papers were circulated to the Committee prior to the meeting.	

Signed:	Date:
---------	-------