



**STIRLING TENANTS ASSEMBLY**  
**MEETING HELD ON**  
**TUESDAY 21<sup>st</sup> APRIL 2015**  
**IN MAYFIELD CENTRE**  
**AT 10.30AM**

**Present:** Michael Griffiths, Moira Robertson, Richard Waddell, Thomas Brown, Philomena McClung, Alec Lamb, Anna Johnston, Delia Waddell, Cathy Brown, Brian Telfer, Emma Meldrum STP

**Apologies:** Hugh McClung, Dolly Gemmell, Meg Amasi,

**2 Approval of minutes [17.3.15] and matters arising.**

Proposed Brian Telfer, Seconded Michael Griffiths

**Matters arising:**

**New Build in Cornton;** Anna is pleased to report that 7 of the 9 houses are now occupied and that landscaping is being done.

**Website;** Emma will present a full filter report later, but reported that there were 2651 hits on our website in the year from March 2014 to March 2015; 33% were by 24-34 year olds, the main device was PCs, then tablets then mobiles, and the bounce rate was 91.36% which means that they only looked at the first page. This means that we must improve the first page to make people interested enough to access other pages on the site. We will work with Kiswebs to achieve this. Suggestions of cartoon characters, more pictures, less words, more prominent links were made. At the budget meeting yesterday between the office bearers, Carol Hamilton and Emma, Carol said that the STA need a website and SC will fund this up to a maximum of £4000 over and above the budget grant. Emma has worked out that if we accept Kiswebs 3<sup>rd</sup> option it will cost £3960 including VAT.

A working group of Hugh, Brian, Anna and Emma was set up. **Action Group**

**MA5 TPAS Conference;** Meg was contacted but did not respond, so the delegates are: Hugh, Moira, Michael, Anna, Brian and Dolly. Places have been booked.

**MA 4.5;** Phil sent a condolence card to Anne Cook.

**3 Reports**

**Chair Hugh's Report**

**3.1 Housing Advisory Group.**

At the last meeting I raised the point of verbal report to changes in HRA Disposal of Assets and was told that there was nothing to report as no decision had been reached by Scottish Govt.

Noted the report was sent to Councils in October 2014 yet Tenants were advised of consultation

in December 2014. Also Moira and I raised the items on the Agenda and requested progress reports on SHIP. Performance Reports, and on the Charter return 2<sup>nd</sup> year. I have also requested info on the Mid-Market Rent strategy after the report in the “Open Door”.

### 3.2 Budget/Workplan.

This has now been agreed as per last meeting and copies will be available for you to read. Budget meeting is with Carol Hamilton on 20<sup>th</sup> April and a verbal report will have to be made by other Officers.

### 3.3 Meeting with Ministers.

First meeting has been held and three questions are being posed to tenants reps.

1. Evidence of landlords not consulting or giving adequate information
2. Quality of services provided and whether tenants are getting input as per Charter & Scrutiny
3. Whether the SHR and the Charter are doing the job

Next meeting is 22<sup>nd</sup>. Ministerial Meeting is 13<sup>th</sup> May.

### 3.4 TPAS Conference.

Meg was contacted but did not respond, so delegates are:

Hugh, Moira, Dolly, Michael, Anna, Brian. Places have been booked.

It is important to note that we need to renew membership of TPAS. Can we consider this and issue cheque to Philomena for me to take to meeting of TPAS Board. £29.00

**Michael Griffiths proposed that we continue our membership of TPAS which was seconded by Brian Telfer and unanimously agreed. A cheque for £29 was given to Phil for Hugh to take to the TPAS Board meeting.**

### 3.5 CRN AGM.

Golden Lion Hotel. Saturday 23<sup>rd</sup> May. 10.30am. Can we get as many tenants as possible to attend.

Because Stirling has a full complement of delegates one has to stand down and can seek re-election. The member standing down is Alex Lamb. Any member can stand for a place but must be nominated from the Stirling area by their RTO. Current members of the Network from Stirling are:

Hugh, Phil, Moira and Alex. Alex is seeking re-nomination. It's up to the Group. Network meetings are every six/eight weeks.

Can we get names of members as delegates if they do not wish to be part of Management Team please? As many as possible to attend from Stirling.

**Emma contacted a few council tenants without success. The AGM is open to all members of RTOs, so Emma will contact other tenants.**

**Alex was nominated by Michael Griffiths and seconded by Thomas Brown as a committee member for the CRN. Phil will get the form filled in and returned.**

**Anna Johnston, Brian Telfer, Thomas Brown, Richard Waddell and Delia Waddell will attend the CRN AGM in addition to committee members, Hugh, Phil, Alec and Moira.**

3.6 STA AGM. 30<sup>th</sup> May at 10.30. Speakers are confirmed as Steven McCabe, and 2 members of Change organisation of the URC. Theme will be Universal Credit.

Can each member of STA try to bring at least one other with them. Or at least encourage as many tenants as possible to attend.

You need to set the timetable

Venue of Mayfield Centre is booked. Anna and Moira will not be in attendance. So we will need someone to record a minute of proceedings.

Remember AGM is open to Council Tenants ONLY.

Lunch is organised.

Emma will take minutes.

Cathy Traynor, Cathy Brown and Meg Amasi will stand down, but are eligible for re-election.

There is 1 vacancy.

The timetable will be:-

10am -10.30am	Registration and Coffee
10.30am – 10.35am	Welcome
10.35am – 11.35am	Panel session and questions
11.35am – 11.50am	Coffee Break
11.50am to 12.15pm	Update by SC
12.15pm – 1pm	AGM
Lunch	

### **Secretary Philomena's report**

3.7 Received copy of new Corporate Plan from 2015 -2018 from Scottish Housing Regulator

3.8 Received from TPAS a calendar of events including taster sessions.

3.9 When Phil attended a workshop run by TPAS on the Housing Act she picked up several pamphlets which were passed round.

3.10 Phil will include Thomas and Cathy Brown in postal agendas and minutes. **Action Phil**

### **Treasurer Dolly's report**

Bank statement balance was £6946.33.

Cheques yet to clear	Isobel Sneddon	£67.50
	DMS	£81.80
	Victoria Halls	£37.50
	Kiswebs	£30.00
	Total	£216.80
Petty Cash Balance		£900.00
Totals		£1116.80

Bank Balance minus total = £5829.53 which agrees with accounts.

### **Budget meeting and Workplan report**

3.11 The budget meeting took place in Allan Water House at 2pm on 20.4.15 and was attended by Hugh, Philomena, Anna, Moira and Emma, with Carol Hamilton and Lindsay Stother from SC Housing Services.

3.12 Carol thanked the STA for their continued work on behalf of tenants.

3.13 Copies of the 2014 to 2015 accounts, the proposed budget and the proposed Workplan had been emailed out prior to the meeting.

3.14 Hugh took everyone through the budget, pointing out the savings that the STA had made during the previous year, and gave the reasons for the proposed budget for the coming year.

3.15 Carol agreed the budget with the STA for the coming year.

3.16 Carol is happy with the Workplan for the coming year.

3.17 Carol thanked the STA for all the work and effort we put in for what is often little reward.

3.18 Now that Housing and Environment departments are joined under Robert Steenson, Director, Carol asked STA members to see if there is any noticeable difference in working practices.

3.19 Emma now reports to Lyndsay Stother, instead of Carol Hamilton.

#### **4 AGM**

4.1 Speakers have all been confirmed.

4.2 Publicity – the homeless applicants need to be targeted so they can benefit from Universal Credit topic speakers.

Emma has a list of applicants and will

- Send letters out with a prepaid envelope and tear-off slip.
- Give postcards to Housing Officers to hand out
- Do a modified poster to be displayed in the Salvation Army stating that lunch will be provided.

4.3 Brian and Phil or Anna will help with envelope stuffing for the AGM

4.4 Emma will email STA posters to display in their local areas.

4.5 Emma will target the following:

Youth Services

The Bridge

Information Station

Main Library

Community Workers

Helen Geddes [for CCs]

Pauling Roberts [for Newsletters]

Estate Wardens

Third Sector Voluntary Agency.

#### **5. AOCB**

5.1 The STA meeting on 16<sup>th</sup> June will be held in Mayfield Centre; this is a business meeting where office bearers will be elected.

5.2 The STA meeting on 21<sup>st</sup> July will be a speaker meeting with Margaret Wallace on ASB Strategy and Policy and be held in Crianlarich.

Arrangements for transport will be discussed at the June meeting – **Action Phil [agenda]**

5.3 Phil will speak to Cathy Traynor to discuss the proposal that she step down as the STA representative on HAG because she has not been fit enough to attend. **Action Phil**

5.4 Tony Cain's last day at SC is the 8<sup>th</sup> May; members are invited to 'say cheerio'.

5.5 Thomas reported the good news that contractors went on site in Cultenhove Crescent on 16<sup>th</sup> April; 8 bungalows are to be built.

#### **Date, time and place of next meeting.**

Saturday 30<sup>th</sup> May for the AGM in Mayfield Centre.

## Abbreviations

AGM	Annual General Meeting
ASB	Anti-Social Behaviour
CC	Community Council
CRN	Central Regional Network
FV	Forth Valley
HAG	Housing Advisory Group
HRA	Housing Revenue Account
LA	Local authority
LAs	Local authorities
LG	Local Government
RN	Regional Networks
RTO	Registered Tenants Organisation
SC	Stirling Council
SHG	Strathfillan Housing Group
SHQS	Scottish Housing Quality Standard
SG	Scottish Government
STA	Stirling Tenants Assembly
TLI	Tenant Led Inspection
TP	Tenant Participation
TPAS	Tenant Participation Advisory Service