

**Cloch Housing Association**  
**Board Meeting**  
**To be held on Tuesday 10<sup>th</sup> March 2020**  
**at Cloch's Offices, 19 Bogle Street, Greenock**

**AGENDA**

<b>Item</b>	<b>Description</b>		<b>Timings</b>
1.	Apologies & Declaration of Interest**	Chair	6:15 to 6:30
2.	<b>Minutes for Approving and Available for Publication*</b>	Chair	↓
2.1	21 <sup>st</sup> January 2020	Chair	
2.2	18 <sup>th</sup> February 2020		
3.	Matters Arising/Outstanding Actions**	DIR	
4.	<b>Draft Minutes of Sub-Committees **</b>		6:30-6:35
4.1	Housing & Property Services Sub-Committee, 25 <sup>th</sup> February 2020 – verbal update	HSM/PSM	↓
4.2	Finance & Corporate Services Sub-Committee, 3 <sup>rd</sup> March 2020 – verbal update	CSM/FD	
5.	<b>Finance (brought over from F&amp;CS Sub)</b>		6.35-6.50
5.1	Factoring Fee for 2020/2021*	FM	↓
5.2	Factoring Write-Offs*	FM	
5.3	Closure of Companies – Property Subsidiary and Care & Repair*	FM	
5.4	Disposal of Assets Report**		
6.	Kings Glen Update Report*	DEV	6:50-7:00
7.	Director's Report**	DIR	7:00-7.15
8.	Business Planning Update – Quarter 3 *	DIR	7:15-7:30
9.	Procurement Policy*	PSM	7:30-7:40
10.	Customer Services Standards Policy*	DIR	7:40-7:45
11.	Report on affiliated organisations**	CSM	7:45-7:50
12.	<b>Health &amp; Safety**</b>	DIR	7:50-8:00
12.1	Board Responsibilities *		
13.	<b>AOCB</b>	CSM	8:00-8.05
13.1	Gifts, Hospitality & Donations Report**		
14.	Date of Next Meeting: 23 <sup>rd</sup> April 2020		

\*for approval    \*\*for noting

Note: Business Planning Away Day, 14<sup>th</sup> March 2020 at Tontine Hotel.

\*for approval    \*\*for noting