

Cloch Housing Association

Board Meeting

To be held on Thursday 11 December at 6.00pm
online (Teams) and hybrid
Bitesize training starts at 5.45pm

AGENDA (Pages 1&2)

Item	Description	Pages	Resp	Timings
0.	Bitesize Training on OSCR (Office of the Scottish Charity Regulator) <i>(p)</i>	n/a	CSO	5.45pm - 6.00pm
1.	Apologies & Declarations of Interest	n/a	Chair	6.00pm – 6.10pm
2.	Minutes of the Board Meeting held on 30 October 2025*	3-11	↓	↓
3.	Matters Arising & Outstanding Actions**	12	↓	↓
	ITEM FOR NOTING **			
4.	Stock Condition Survey – Outcome Report <i>(p)</i>	13-28	Rep	6.10pm – 6.20pm
	ITEMS FOR APPROVAL (as per Schedule of Papers) *			
5.	First Draft of Budget: 2026/27	29-40	FD	6.20pm – 6.30pm
6.	Rent & Service Charge Increase: 2026/27 (for consultation)	41-50	DoCSC	6.30pm- 6.40pm
7.	3-Year Internal Audit Plan	51-52	HoITCS	6.40pm – 6.50pm
8.	External Accreditation	53-55	↓	↓
9.	Window & Door Contract	56-58	DOA	6.50pm – 7.00pm
10.	Policy Review Schedule	59-61	HoITCS	7.00pm – 7.05pm
	ITEMS FOR INFORMATION / NOTING **			
11.	CEO Appraisal Update	62-66	CEO	7.05pm – 7.15pm
12.	Membership Status – Post AGM	67-68	CSO	7.15pm – 7.25pm
13.	Management Information System (verbal)		HoITCS	7.25pm – 7.35pm
14.	Board Away Day Plans (verbal update)		↓	↓
	POLICIES FOR REVIEW *			
15.	Document Management Strategy – Executive Summary	69-70	HoITCS	7.35pm – 7.40pm
15.1	Document Management Strategy (No.087)		↓	↓
16.	Expenses Policy – Executive Summary	71-72	FD	7.40pm – 7.50pm
16.1	Expenses Policy (No.089)		↓	↓

* for approval

(p) Presentation at Meeting

** for noting

	STANDARD AGENDA ITEMS			
17.	Notifiable Events	n/a	CEO	7.50pm – 8.00pm
18.	Health & Safety	n/a	CSM	
19.	GDPR	n/a	CSM	
20.	AOCB & Reflections	n/a	Chair	
	Date of Next Meeting – 29 January 2026			
	DEFERRED ITEMS - Reports			
	Service Charge proposal			
	Structure Redesign proposal (IT & Housing/Customer Support)			
	HR Shared Services – Extension to Contract			

* for approval
** for noting

(p) Presentation at Meeting