

**CASSILTOUN HOUSING ASSOCIATION**

**MINUTE OF MEETING OF BOARD OF MANAGEMENT**  
**HELD ON WEDNESDAY 25<sup>TH</sup> FEBRUARY 2026 AT 6.10 PM CASTLEMILK STABLES, 59**  
**MACHRIE ROAD, GLASGOW VIA ZOOM/IN PERSON**

**Present:** Anne M Stuart MBE, Chairperson  
Julie McNeil, Vice Chairperson (Zoom - Part meeting)  
Teresa McGowan (Zoom)  
Natalie Tobin (Zoom – part meeting)  
Allana Hammell (Zoom)  
Ryan Barclay  
Pamela Gibson

**In Attendance:** Clair Malpas Chief Executive Officer  
Clare MacLean Housing Manager (Part meeting)  
Paula Brownlie Head of Corporate, HR & Finance  
Amanda Laing Finance Manager (Part meeting)  
Claire Beckley Data Protection Officer, RGDP (Part meeting)  
Karen Devin Observer

Due to technical issues, the meeting started at 6.10 pm

**1a. WELCOME, INTRODUCTIONS, SEDERUNT & APOLOGIES**

The Chairperson welcomed everyone to the meeting. There was no fire drill planned and reminded Board Members of the evacuation procedures. Board members were reminded to switch off mobile phones. Board members were reminded to speak through the Chairperson.

Apologies were received from Richard Sullivan, Mark Tedford, Gayle Fitzparick; Faye Mitchell; Bridget Crossan and Head of Asset Management.

The Chairperson welcomed Karen Devin who attended the last meeting as an observer with a view to joining the Board of Management. Karen has gone through the Board of Management recruitment process. The Chairperson sought the Board's approval to elect Karen onto the Board of Management in the capacity of a co-optee. The Board elected Karen onto the Board of Management on the motion of Ryan Barclay and seconded by Anna Stuart MBE. SHR portal to be updated.

The Chairperson sought the Board's approval to bring Agenda Item 5, GDPR Reporting. This item will take place after agenda Item 1b. **The Board approved. It was also approved to bring forward Agenda Item 11 SHN Benchmarking and Agenda Item 12 Court Action Report. These items will take place after agenda item 3.**

**1b. QUORUM**

As per the Association's Rules, the Quorum for the Board of Management Meeting stands at 4 members. Today's meeting is therefore quorate.

## 5. **DATA PROTECTION TRAINING AND REPORT**

Claire Beckley, RDGP presented an Data Protection update/training to the Board of Management via a powerpoint presentation.

The Board were reminded of their responsibilities with regards to Data Protection.

The main points covered were:-

- Data Protection Training - Overview
- Cassiltoun Housing and compliance

### **Data Protection Laws**

UK General Data Protection Regulation – UK GDPR

Data Protection Act 2018 – DPA 2018

Privacy and Electronic Communications Regulations 2003 (PECR)

Data (Use and Access) Act 2025

### **Lawful basis for processing personal data**

The Board were reminded of the lawful basis for processing personal data

### **Data Protection Principles**

The presentation outlined the Data Protection Principles.

### **Data Controller and Data Processors**

The Board were reminded of the definitions for a data controller and a data processor. The Association are required to understand our contractual requirements – both statutory and contractual requirements relating to risk

### **Data Protection Impact Assessments**

Risk assessment for personal data where you assess the likelihood and severity of harm and then mitigate that possibility. You must do a DPIA for certain types of processing, or any other processing that is likely to result in a high risk to individuals. It is also good practice to do a DPIA for any other major project which requires the processing of personal data.

### **Personal Data Breaches**

A personal data breach means a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, personal data transmitted, stored or otherwise processed.

Claire Beckley also outlined the breach reporting procedures that the Association have in place.

## **Subject Rights**

The presentation reminded the Board of a Subject's Rights

## **Cassiltoun Housing Association and Compliance**

DPO appointed

Action Plan – regularly updated (typically every other month at DPO review)

Policies, procedures and documents – review

Privacy Notices – reviewed annually / biannually

Staff and Board updates and training

Effective and timely responses to data protection issues/incidents and requests

## **Action Plan**

Claire Beckley took the Board through the Compliance Action Plan and that status against each point

Claire Beckley intimated that the Action Plan will be updated with regards to the changes that come from the new changes in legislation.

The Chairperson thanked Claire Beckley for her DPO Update.

6.25 pm – Claire Beckley left the meeting.

## **2. CONFLICT OF INTEREST (PERMANENT REGISTER)**

Agenda Item 6 – Chief Executive Officer's Bi Monthly: CEO, HCF and HM declared an interest in regards to Public Holiday 19<sup>th</sup> June 2026.

Agenda Item 19 – AOCB: HM declared an interest

## **3a. MINUTE OF MEETING HELD ON 28<sup>TH</sup> JANUARY 2026**

The Chairperson asked all board members present at the meeting if they had received their board papers on time and if they had read and understood the papers. All board members present confirmed that they had received their board papers on time and that they had read and understood the papers.

Page 15: Agenda item 9b: Acquisition Update: *Item redacted as contains sensitive information. **The Board approved to amend the minute to reflect the correct address***

***The minute of the meeting held on 28<sup>th</sup> January 2026 were noted and approved on the motion of Ryan Barclay and seconded by Natalie Tobin.***

## **3b. MATTERS ARISING FROM MEETING HELD ON 28<sup>TH</sup> JANUARY 2026**

None

3c. **ACTION LIST FROM MEETING HELD ON 28<sup>TH</sup> JANUARY 2026**

	<b>Details</b>	<b>Person Responsible</b>	<b>Status</b>
<b>Actions from meeting held on 28<sup>th</sup> October 2025</b>			
1.	<i>Item redacted as contains sensitive information</i>	HaM/HM	<i>Item redacted as contains sensitive information</i>
<b>Actions from meeting held on 26<sup>th</sup> November 2025</b>			
2.	Assurance Action Plan – update to be given at January 26 Board meeting	CEO	<b>To be part of CEO Bi Monthly that will be presented to Feb Board meeting</b>
<b>Actions from meeting held on 28<sup>th</sup> January 2026</b>			
3.	Tenants Satisfaction Survey Action Plan to be drafted from TSS Report	HM	<b>Q4</b>
4.	Rent Increase 2026/27 – 5.6%	HM	<b>HM system updated – Letters to go out to tenants 26/02/26</b>
5.	<i>Item redacted as contains sensitive information</i>	CEO	<i>Item redacted as contains sensitive information</i>
6.	Water Hygiene – report to be presented to the next Tech Performance Board meeting re the outcome of risk assessment carried out regarding tank removals	HaM	<b>To be presented at the next Technical Performance Meeting</b>
7.	<i>Item redacted as contains sensitive information</i>	HaM	<b>Pre Start meeting scheduled for next week</b>
8.	<i>Item redacted as contains sensitive information</i>	HaM	<b>Pre Start meeting scheduled for next week</b>
9.	Board approved an increase in the minimum percentage of void properties that will be allocated to Homeless cases for the year 2026/27 to 45%.	HM	<b>Complete - Letting plan January 2026 update with change from April 26.</b>
10.	Rent Setting policy – approval to extend the current policy by one year  Delegated authority granted for the CEO to obtain quotes for and appoint an external consultant to undertake a Rent Review.	CEO	<b>Awaiting costs</b>
11.	R&S Policy – approved pending any recommendation from Internal Audit after they carried out their review	HCF	<b>Completed</b>
12.	Assignment Policy – approved	DoO	<b>Completed Policy register updated Staff notified</b>
13.	Succession Policy – approved	DoO	
14.	Mutual Exchange Policy – approved	DoO	
15.	Joint Tenancy Policy – approved	DoO	
16.	Board induction Policy – approved	HCF	
17.	Board Learning and Development Policy – approved	HCF	
18.	Board Recruitment Policy – approved	HCF	
19.	Board Performance Review Policy – approved	HCF	

## 11. SHN BENCHMARKING AS AT 31 DECEMBER 2025

The Housing Manager presented the findings from the SHN Benchmarking exercise as at 31 December 2025 (Quarter 3) via a power point presentation.

Performance information is collected by SHN Peer Group and /or Organisation – Medium Urban , use the local organisations that submit the information to SHN

**Average relet time:** CHA sitting at 15.60 compared to peer group average of 16.90

**Void rent loss:** CHA 0.42 compared to peer group average of 0.25. We are still achieving our own internal target. Voids being turned around quickly

**Total tenant arrears at end of quarter as % of the annual gross rent due:** CHA 2.95% compared to the peer group average of 3.71%. The Chairperson enquired if it is envisaged that that arrears may increase due to the rent increase effective on 1 April 26. HM confirmed that she hoped it would not but that we would be monitoring on a monthly basis

**Current Tenant Arrears At End Of Quarter As % Of The Annual Gross Rent Due:** CHA 0.21% compared to the peer group average of 2.66%

**Former Tenant Arrears At End Of Quarter As % Of The Annual Gross Rent Due:** CHA 0.94% compared to the peer group average of 1.06%

**Average number of days to complete non-emergency repairs:** CHA 5.30 compared to the peer group average of 5.39

**Average number of hours to complete emergency repairs:** CHA 3.45 days compared to the peer group average of 2.47 days. As the Board are aware we had a few issues with emergency repairs but this is now back on track.

**% Emergency repairs on time:** CHA 99.00% compared to the peer group average of 94.08%

**% other repairs on time:** CHA 95% compared to the peer group average of 91.81%

**% lets to homeless assessed as statutorily homeless:** CHA 32.69% compared to the peer group average of 43.24%

**Average days to respond to 1st stage complaints:** CHA 4.40 days compared to the peer group average of 3.22%. CHA is still within target of 5 days.

**Average days to respond to 2nd stage complaints:** CHA 17.20 days compared to the peer group average of 15.11 days

The Board noted the contents of the SHN Benchmarking exercise for Quarter 3.

## 12. COURT ACTION REPORT

The Housing Manager presented the above report previously circulated with the agenda.

We have three cases that we have issued Notice of Proceedings.

However, a few have contacted the Association and payment arrangements have been made.

***The Board noted and approved the three court actions if required.***

**6.45 pm:** Clare MacLean, Housing Manager left the meeting

**6.45 pm:** Julie McNeil joined the meeting

#### **4. CHAIRPERSON'S REPORT**

<b>29<sup>th</sup> Jan</b>	Filming with Kathleen
<b>2<sup>nd</sup> Feb</b>	Nursery Board Training
<b>3<sup>rd</sup> Feb</b>	Locality Plan meeting - discussed the structure and membership and how we can get the Community interested as it was a few years ago since the survey
<b>9<sup>th</sup> Feb</b>	Audit and Risk Sub Committee
<b>10<sup>th</sup> Feb</b>	Health and Safety Board Training with Emily Willey This was a really good workshop more up to date
<b>12<sup>th</sup> Feb</b>	Community Council Meeting Two Labour Councillors turned up Questions asked about the granting of an alcohol license to the old GHA building after the Community Council sent in their objection to it. There was a petition from the tenants living in the surrounding flats. It seems that Tesco are taking over the building.  Pride funding for Castlemilk - I've read that it has to be made up of people in the community but the Chair of the Community Council seems to think that the Community Council should be in charge
<b>16<sup>th</sup> Feb</b>	Health and Safety inspection of the building with HCF Issues re storage and items left about the building General tidy up needed

***The Board noted the contents of the Chairperson's Report.***

#### **6. CHIEF EXECUTIVE'S BI MONTHLY REPORT**

The Chief Executive Officer presented her Bi Monthly Report previously circulated with the agenda.

**Assurance Action Plan:** Outstanding areas are progressing. The areas that require attention are specific topics for Board training and more engagement in specific areas with tenants.

Board training will be scheduled and a plan for further tenant engagement will be developed alongside a revised tenant participation strategy. ***The Board approved to remove the areas marked green have been completed from the Action Plan.***

The Community Development and Engagement Manager has confirmed that the Community Advisory Panel have been reviewing the Annual Report and a report on their findings will be brought to the Board at a future meeting.

**Connecting with our tenants:** Our investment programme is giving us the opportunity to further engage with tenants. As we move into the Spring and Summer we will continue to utilise opportunities to get further feedback from tenants as we start to prepare for our new business plan. Pamela Gibson intimated that she would be keen to hear as to what tenants investment priorities are ie home or environmental.

**Subsidiary Matters - Cassiltoun Trust and Stables Nursery:** Both Cassiltoun Trust and Cassiltoun Stables Nursery are preparing for the year end.

**Stables Nursery:** In the November bi-monthly the CEO raised a potential risk with the Nursery in relation to staff culture and sales. The Nursery was a focus of discussion at the January SLT planning day. Measures have been put in place to improve internal communication, accountability and ownership within the Nursery team and sales have marginally improved ie 44 FTE (Jan 26) to 49 FTE (Feb 26).

There will be an ongoing focus on this as we move into the critical Spring and Summer period.

**Cassiltoun Trust:** There are still some minor areas of snagging in the heating upgrade which may require new radiators being purchased for some of the rooms.

An update on Trust Board members will be discussed under Notifiable Events

**IT Developments:** The server is now offline. We are now considering the implementation of a tenant portal, upgrading the IT in the Boardroom to make hybrid meetings more comfortable and the rollout of laptops/tablets to Board members in next year's budget.

## 6.55 pm - Natalie Tobin left the meeting

*Item redacted as contains sensitive information*

**Industry Updates:** The Board were given several updates on SHR Engagement Plans with other RSLs; A report from the SHR which identifies the key risks to Landlords; SHR have issued a Jargon Buster; More Homes Scotland – Scottish Government Announcement. SFHA and GWSF are putting forward the sectors views on this initial proposal but the general response is that it is difficult to constructively comment without more detail.

**CEO Training/networking:** The CEO outlined the training and networking that she has carried out over the past few months. In March the CEO along with 2 Board members will be speaking at the CIH Housing Festival and has been invited to the various networking events at the festival.

**Additional Public Holiday:** CEO and HCF registered an interest in this agenda item. To mark Scotland's opening game in the World Cup it has been proposed that Monday 15th June is an additional public holiday. (Agreed by the First Minister and approved by the King). It is not mandatory and has been left to individual employers whether they will grant the additional day. EVH met with the JNC on 12th February and discussed the additional bank

holiday. The JNC has agreed that this would be added to the EVH public holiday list; however, it is at the discretion of each individual Governing Body as to whether they honour it.

The CEO and HCF left the meeting to allow the Board to discuss the proposal.

***The Board unanimously approved to grant the additional public holiday on Monday 15<sup>th</sup> June 2026.***

The CEO and HCF returned to the meeting.

***The Board noted and approved the content of the Chief Executive Officer's Bi Monthly Report.***

## **7. STRATEGIC AND OPERATIONAL OBJECTIVES 2026/27**

The Chief Executive Officer presented the revised Strategic and Operational Objectives for 2026/27.

***The Board noted and approved the Strategic and Operational Objectives for 2026/27.***

**7.15 pm – Amanda Laing joined the meeting**

## **8. MANAGEMENT ACCOUNTS – DECEMBER 2025**

The Finance Manager presented the Management Accounts for December 2025 previously circulated with the agenda.

The budget for the period ended December 2025 projected a surplus of around £296k. Based on the results for the period the actual surplus is sitting at around £488k, therefore there is an overall favourable variance of around £192k for the period.

Main variances to date are as follows:

- Lower Factoring and Other Sales (£23k)
- Higher Grants £38k
- Higher interest receivable £62k
- Higher repair costs (£64k)
- Lower overheads £147k
- Lower interest costs £31k

Factoring and Other Sales revenue has come in below budget by around £23k partly due to the timing of factoring charges eligible to be recharged with some landlord supply bills being delayed whilst others are under dispute. We aim to resolve any disputes as soon as possible in order to bring charging up to date. As most factoring income apart from the management fee relates to recharging costs any reduction in income in relation to factoring will have an equal and opposite effect on expenditure with savings being made as the costs have not been incurred.

Grant Income is higher than budgeted for wider role activities with additional funding being secured after the budget was set. Wider Role funding totalling £126k has been allocated against project costs £46k and salary costs £80k in the period.

The Association is still benefitting from being able to invest any excess funds taking advantage of higher than usual deposit rates. Having made our final deposits in the current year we can calculate interest income this year to be at least £136k.

Repairs and Maintenance expenditure is over budget in total by around £64k. Reactive maintenance is over budget for the period partly reflecting a year end issue that led to around £17k of last year's costs being processed in the current year. *Item redacted as contains sensitive information.* These overspends are offset by savings under major repairs and cyclical maintenance due to phasing of expenditure.

Any reactive works orders being placed for the remainder of the year will be carefully considered and monitored with a view to minimising any overspend in the year.

The overspend showing against salaries and pension is offset by grant funding of around £80k in the period. Actual spend under office repairs and maintenance includes £100k to date relating to the heating project for the building and is running under budget for the period reflecting phasing of expenditure. Invoiced works costs for the installation of the heating system for the period to December are £330k.

Depreciation charges have come in under budget by £51k, these charges will rise in the final quarter as we capitalise any fixed asset purchases made and components from our planned maintenance works taking place in the final quarter. With most planned maintenance component capitalisations taking place in the latter part of the year this budget is looking likely to be too high.

Bad debt expense & write off is under budget by £71k. It has been noted that the provision was set higher than required at the year end, this will be reduced quarter to quarter meaning not only will this budget not be required there will also be savings made by reducing the bad debt provision to the required level.

Loan interest costs are under budget by around £31k reflecting more favourable rates in comparison to budget.

Total net assets stated at around £11m.

Capital spend in the period of around £640k comprises component replacements of boilers £103k, doors & windows £516k, kitchens £13k and IT capital spend on laptops £8k.

The cash position of the Association remains healthy with overall cash just over £5.7m.

## **Covenants**

Figures reflect the most recent property valuation carried out with the increase producing a more favourable position for covenants and therefore no issues with loan covenant compliance.

## **Cash Flow**

There are no issues for the Association currently regarding cash resources or liquidity.

Cash balances at £5.7m are more favourable than budgeted.

The Finance Manager presented the Performance indicators for December 2025 and these will be updated quarterly.

***After discussion, the Board approved the Management Accounts for December 2025.***

## 9. CHA BUDGET 2026/27

The Finance Manager presented the CHA Budget for 2026/27 previously circulated with the agenda.

The report provides the Board with a proposed 2026-2027 budget for Cassiltoun Housing Association. This is the culmination of previous discussions with the Board, consultation with the Senior Leadership team and budget holders. Income is based (principally) on the previously discussed and agreed 5.6% rent increase for Association tenants. The majority of the expenditure is based on either advised contract increases or assumptions of what that may be. The majority of the income and expenditure has already been agreed upon by the Board; however, the Board are invited to review and scrutinise the budget and comment on or change any of the expenditure that can still be amended. The budget currently shows a reduction in surplus of £278k against the business plan, however this includes £100k of adaptations expenditure with no grant income (expectation is to receive 75% grant).

It is recommended that the Board approve the proposed budget with no changes and in particular:

- All corporate memberships (SFHA, SHARE etc.)
- £15k for internal expenditure on community development projects
- £100k for adaptations with the proviso that at least 75% of this is covered by grant (which is still to be confirmed and therefore no grant income is accounted for in the budget)
- £2.2m under major repairs for investment work (this mirrors the Business Plan)

If the Board does make changes, then it is recommended that any additional expenditure is offset with a reduction in other expenditure.

That delegated authority is provided to the CEO to accept the proposed Association (and subsidiary) insurance once the quotes are obtained through the broker

The 30-year plan will be updated after this budget is discussed and agreed

4.1 of the report states that Salary costs are £100k more than the business plan, this should read £200k.

Contract costs are increasing at a rate of around 5%. IT and reactive costs are also showing a significant increase above the business plan figure. If possible, we will try to reduce these costs by looking at efficiencies (for example whether posts need to be replaced). After a lower than expected insurance increase last year, we are expecting a steeper increase this year due to the number of large claims that the Association has made over the past year.

**Controlling reactive costs.** Greater competition through the use of frameworks and higher levels of investment should have a positive impact on the number and cost of reactive repairs but the results of increased investment may not filter through immediately.

Areas of **expenditure on business improvements** can also be seen in the budget. This includes:

- The provision of a new tenant portal.
- Continued investment in staff training and education
- Internal lighting upgrade in the office
- Increased consultancy costs for a new business plan, rent setting review and continued work on a values refresh.

Overall, the draft budget produces a surplus of £544k based on total 'income' of £7.3 million. The comparison to the 30-year financial plan has some material deviations. Surplus was predicted to be £278k higher.

The largest differences are:

#### **Income**

- Higher rent receivable (£78k)
- Higher grant income (£62k)
- Lower factoring income (£17k)

#### **Expenditure**

- Higher salary costs (£211k)
- Higher reactive maintenance costs (153k)
- Higher consultancy costs (£64k)

The areas of expenditure listed above require careful monitoring and if possible, in-year reductions of expenditure will be sought

It is forecast that the Association will finish the year with depreciated fixed assets of around £41million.

The cash and treasury balances are currently forecast to be £4.5 million.

Pamela Gibson intimated that the Association has a healthy cash balance and how does this compare to other RSLs. Finance Manager intimated that part of this was contributable to the draw down of the final amount of a loan, Covid and pausing our major repairs programme for two years. We wouldn't have this level of cash in the bank otherwise.

***After discussion, the Board approved the Budget for 2026/27. The Board also approved to grant delegated authority to the Chief Executive Officer to accept the proposed Association (and subsidiary) insurances once the quotes are obtained through the broker.***

***7.50 pm – Finance Manager left the meeting***

## 10. **PROCUREMENT REPORT**

The Chief Executive Officer presented the Procurement Report previously circulated with the agenda.

### **Cassiltoun Framework Procurement Activity:**

- *Item redacted as contains sensitive information*

### **Procurement via PCS**

- Stair Cleaning Contract
- Environmental Maintenance Contract
- Tenant Satisfaction Survey/Rent Consultation

### **Market testing**

- **Values Framework** – *Item redacted as contains sensitive information*

### **Renewals/Direct Awards**

- *Item redacted as contains sensitive information*

### **Planned procurement February – March 2026**

- Lifts service and maintenance (market test/create lot on framework)
- Smoke vent service and maintenance (market test/create lot on framework)
- Stock condition surveying

We also market test some procurement activities as we may not know what the contract value is. The work may be on an ad-hoc basis, i.e. consultant to deliver the Business Planning Session with the Board of Management.

Insurance is procured from a broker.

Appendix 1 of the report outlines all procurement during 2025/26.

## **PLANNED PROCUREMENT ACTIVITY 26/27**

### **Procurement via PCS**

- Planned Maintenance Framework (current expires 31/03/2027)
- Gas Maintenance / Servicing (current expires 31/03/2027)
- Facilities Management Provision – Buchanan Lodge ( Expires 01/10/2026)
- IT
- TSS/Rent survey

### **Other Framework Activity**

- Mini tenders/appointments through Cassiltoun Framework for agreed investment and cyclical works.

### **Market testing**

- Rent Review
- Insurance (through a broker)
- GDPR
- Corporate Legal (potential PCS)

***After discussion, the Board noted and approved the Procurement Report.***

**13. CORRESPONDENCE**

Head of Corporate, HR & Finance presented correspondence received:-

<b>EVH</b>	EVH Members Monthly Report - The February 2026 Edition A copy was circulated to the Board for their information.
<b>GWSF</b>	Draft programme - GWSF summer regeneration conference - Fri, 19 <sup>th</sup> June - Roystonhill Community Hub, Glasgow  Anna Stuart, Julie McNeil and Pamela Gibson expressed a wish to attend

**14. APPLICATIONS FOR MEMBERSHIP**

None

**15. USE OF SEAL**

Used on one occasion.

**16. ENTITLEMENT, BENEFIT AND PAYMENTS**

The Head of Corporate, HR and Finance presented the above report previously circulated with the agenda.

***After discussion, the Board noted the contents of the Entitlement, Benefit and Payments report.***

**17. NOTIFIABLE EVENTS**

*Item redacted as contains sensitive information*

**18. SUBSIDIARY AND SUB COMMITTEE DECISIONS MADE BETWEEN 29<sup>TH</sup> JANUARY – 25<sup>TH</sup> FEBRUARY 2026**

**Group Audit and Risk Sub Committee – 9th February 2026**

**Internal Audit Reports – approved**

Void Management – Strong assurance  
Arrears Management – Substantial assurance

**Internal Audit Programme 2026/27 – approved**

Areas to be covered are  
Overall Financial Controls  
Factoring  
Tenant Engagement & Participation

Group Risk Register Update – **approved**

Committee approved to look into the following risks at their next meeting  
CHA: Rent Arrears and Cyber  
Trust: Inability to fund building investment  
Nursery: Sales promotion

***The Board noted and approved the decisions made between 29<sup>th</sup> January 2026 – 25<sup>th</sup> February 2026.***

**8.00 pm - HCF left the meeting**

**19. AOCB**

*Item redacted as contains sensitive information*

**8.10 pm –Standing Orders called: Board approved to continue with the meeting**

**BBC:** Approached the Association as they are likely to feature the Park as part of a Stacey Dooley programme. They are doing a feature on Communities coming together improving their local environment. This programme is scheduled to take place in June 26.

**Commonwealth Games:** The Association has been asked through our work (Transport Scotland) in the park to put a bid in to be a Torch Bearer

*Item redacted as contains sensitive information*

**Lived Experience Group:** Ardenglen HA have nominated the Castlemik Lived Experience Group for a Community Award with SHARE.

**20. DATE AND TIME OF NEXT MEETING**

Wednesday 25<sup>th</sup> March 2026 at 6pm

There being no further business the meeting concluded at 8.20 pm

Signature:  
**Chair of Board of Management**

Date: