Wellhouse: the Place to Be

wellhouse Housing Association

Caring Open Respectful Empathy

DRAFT MINUTES OF MANAGEMENT COMMITTEE MEETING FOLLOWING THE AGM HELD ON **Wednesday 23 September 2026 at 6pm**

Sederunt: Gordon Kerr, Jane Heppenstall, Anna Dukova, Christian Dassi, Felix Lynn, Mary Cawley, Pamela Forrest, Darron Brown, Calum Campbell, Jamielee Graham

In Attendance: Diane Hendry (Secretary), Job de Bruin (Corporate Services Officer), Suzanne Halbert (Minutes)

Apologies: David Gebbie

1. **Signing of Code of Conduct for Governing Body Members**

   The Secretary explained that in accordance with point 3.17 of WHA's standing orders, no committee member may take office until they have signed the Code of Conduct and declared any personal or other external interests on an annual basis. She sought clarification that these items had been completed by all members.

   Suzanne confirmed that all members had signed the Code of Conduct and completed the required Declarations of Interest.

2. **Declarations of Interest**

   There were no declarations of interest.

3. **Appointment of Secretary**

   It was agreed that Diane Hendry will continue in the role of Secretary for the coming year.

4. **Election of Office Bearers**

   Chair
   Maureen Morris will stand down as Chair. She has also indicated her intention to retire from the Management Committee. David Gebbie was elected as Chair.

   Vice-Chair
   The position of Vice-Chair remains vacant. Members are asked to consider expressing an interest in the role prior to the next committee meeting.

5. **Re-appointment of members to Audit & Risk Committee**

   The re-appointment of the Audit and Risk Sub-Committee was discussed. Gordon confirmed his willingness to continue as Chair, and Jane Heppenstall and Anna Dukova were re-elected as members.

The Sub-Committee will meet four times per year, on the second Thursday of February, May, August and November.

6. Re-appointment of members to Staffing Committee

It was agreed that the Staffing Sub-Committee's business would be incorporated into Management Committee meetings, rather than continuing to meet separately twice per year, and that the Scheme of Delegated Authority will be amended accordingly.

7. Re-appointment of members to Development Sub-Committee

Felix Lynn was appointed as Chair of the Development Sub-Committee, with Christian Dassi, David Gebbie, Mary Cawley and Pamela Forrest appointed as members.

The Sub-Committee will meet quarterly, around the middle of the month, with meetings scheduled to avoid clashing with Audit and Risk Sub-Committee meetings. A day of the week has yet to be confirmed.

8. Committee recruitment requirements.

The Management Committee currently comprises 12 elected members, with no vacancies available. Three valid nominations for election to the Committee were received, and the nominees were in attendance at the meeting. As there are no vacancies, no further appointments could be made at this time.

I certify that the above minute has been approved as a true and accurate reflection of the proceedings:

Signed: ..... Date: 21/10/2026

~~David Gebbie,~~ Chair

DARRON BROWN