

MID ARGYLL & KINTYRE AREA COMMITTEE MEETING

Wednesday, 8th May 2013 at 1.30pm

The West Loch Hotel, Tarbert

Attendees

Sandra MacKenzie, Tenant (SMAK)
 Carole Ann Shields, Tenant (CS)
 Colin Davidson, Independent (CD)
 Sandra Johnston, Tenant (SJ)
 Councillor D MacMillan (DMacM)
 John Muir, Tenant (JM)

Staff in Attendance

Sarah Campbell, Local Manager – Housing Services (SC)
 Yvonne Litster, Regional Manager – Housing & Neighbourhood Services (YL)
 Alastair MacGregor, Chief Executive (AMacG)
 Jenna Shaw, Administration Officer (JS)

		Action
1.	Welcome and Apologies SMAK welcomed all members to the meeting and special thanks to AMG & SC for attending. Apologies – Valerie St Helene and Lochiel Cushnie.	
2.	Minutes of Previous Meeting – 12th March 2013 The minutes from 12 th March 2013 were agreed as an accurate record. These were proposed by CD and seconded by JM.	
3.	Matters Arising (including Information Pack) Page 1 – JM enquired about how ACHA demonstrates how the Association consults with our communities. YL explained that this specifically relates to the Estate Management policy which is currently under review. The outcomes will be presented to the Board of Management in due course. Page 4 – JM queried the progress of the new build at Park Square. YL explained a full update will be provided under agenda item 6 and 15. Page 4 – JM questioned the progress of the report from the consultant in terms of Millpark, Southend. YL explained that members were previously advised that a consultant had been appointed to investigate options for refurbishing 7-10 Millpark Southend. We have no update on progress at	

	<p>this stage, however, members will be updated on the outcome of the report which will include proposals as soon as this information becomes available.</p> <p>Page 2 of the KPI Year End Performance Update issued to members in their information pack – SMaCK advised that Mid Argyll Void Repairs had been recorded as 97898 which appeared incorrect. YL confirmed this was a typing error and should have been recorded as 97/98 demonstrating 1 job being out of target.</p>	
4.	<p>Conflicts of Interest to Declare</p> <p>No conflicts of interest were declared.</p>	
5.	<p>Correspondence</p> <p>SMaCK provided a summary of the recent correspondence received:</p> <p>Multiple Sclerosis Centre, Mid Argyll – 27th March 2013</p> <p>Thank you letter received for the recent Community Action Fund which will assist towards the costs of their Gala and Health Awareness Day – MS Fun on the Green 2013.</p> <p>JS advised a message had been received from L.Cushnie on 7th May which was as follows:</p> <p>“Hi Yvonne, can’t manage Tarbert on Wednesday as undergoing further tests in Aberdeen. Thanks for fruit and good wishes. Let you know when I am better able. Think I am a fair bit improved. Going up to Aberdeen on Tuesday night. Love from me to you and everyone else.”</p>	
	<p>SMaCK explained that there was a possibility that members would have to leave the meeting early due to other commitments, therefore, it was agreed agenda items 8, 10 and 14 would be brought forward and discussed.</p>	
8.	<p>Attendance at Community Events during 2013</p> <p>It was agreed at the last meeting that the Association would attend the Kintyre Agricultural Show and Inveraray Highland Games. We have noted an interest in both events.</p> <p>SMaCK asked for volunteers to attend both events. After a short discussion, it was agreed that JM would attend both events on behalf of the Area Committee.</p> <p>YL clarified that an ACHA member of staff would be present at both events.</p>	JM
10.	<p>Community Action Funds Applications</p> <p>The Committee were advised the budget for 2013/14 was £2,500 which equates to £416 per meeting.</p> <p>The only application received for the meeting was from ‘Befrienders’ requesting funding for a total of £500.</p>	

	<p>CD stated the amount requested seemed trivial compared to the expenditure costs incurred as detailed in their application. CD also explained that the application does not advise how the group generate income and how they obtain funding or why they incurred a large deficit in 2009/10. CD suggested we request further information to allow the Committee to consider their application. DMacM commented that he felt this was a worthy cause as there was a lot of good work done by this group.</p> <p>AMG explained that previous applications had been awarded to groups or organisations for specific projects.</p> <p>After a short discussion, it was agreed that further information would be obtained from the group before a final decision would be made.</p>	YL/JS
14.	<p>Discussion – Future of Area Committees A meeting was held on 19th March 2013 with the Chairs of the 4 Area Committees and the Chair of the Board of Management. During this meeting, the following discussions took place:</p> <p>Employee of the Season – the concerns highlighted by the Mid Argyll & Kintyre Area Committee with regard to judging this competition was discussed. Following discussions, it was agreed that Area Committees would retain this responsibility. However, it was agreed that a review of the paperwork would be carried out to standardise and simplify the process and members would be provided with details of the nominee's job description when nominations are being considered.</p> <p>JM asked how the criteria is determined for judging nominations over other employees, especially when this could be considered as part of their job roles. YL advised that the previous nominations received for the Mid Argyll & Kintyre Area Committee had been a joint application which had made the process more difficult. Nomination forms would be reviewed to ensure it is clear what has been done over and beyond their expected duties and joint nominations would not be accepted.</p> <p>Community Action Fund Applications – AMG had previously confirmed that only charitable bodies could apply for funding. By providing funding to a non-charitable organisation would leave ACHA in breach of its charitable conditions. AMG further advised that AHFA would have a small budget of around £1,000 that non-charitable organisations could apply to gain funding.</p> <p>Future of Area Committees – discussions took place regarding the success of Area Committees.</p> <ul style="list-style-type: none"> • It was felt by some Chairs that despite Area Committees having been given greater powers, the Area Committee structure was perhaps not working. • There was still apathy in Committee members getting involved • Some Committees did not link to the community as well as others 	

	<ul style="list-style-type: none"> Some Committees struggled to be quorate for meetings. <p>SMacK explained that it would be beneficial to have an open discussion with regards to the following points:</p> <ul style="list-style-type: none"> Our thoughts on the success of Area Committees: CAS, DMacM & JM all commented that they thought the Committee works well. JM asked if the Association was bound by the Housing Regulator in terms of consultation. AMG explained that should we wish to cease the operation of our Area Committees as a result of the consultation, the Association would have to apply to the Housing Regulator for a rule change as this would involve a change to the Governance structure at Area Committee level. A rule change would be proposed at a Special AGM. CD commented that the Area Committee works quite well as it enables members to keep track of what is happening in other areas. What do we gain as an Area Committee? SJ commented on the amount of information obtained in being a member of the Committee. DMacM observed the tremendous success since transfer, including the investment work that has been carried out. Do the Community benefit from Area Committees? CAS explained that the community are aware of the Area Committee and feel comfortable passing comments to members. The Committee link well with the community and thought that tenants were happy as they would make members aware of any issues. JM explained that tenants can visually see what ACHA is involved in, e.g. providing playparks, community ventures. SJ advised that the Tenants Panel now meet bi-monthly. Information is shared between both groups and it was felt that both would need support from each other. Can Area Committees be replaced by something else? Members felt that Area Committees couldn't be replaced by anything else. Members were asked to consider consulting with members and/or tenants for their views. SJ commented that a lot of people don't know what is done by Area Committees or what is involved. YL enquired about dissolved responsibilities. Members agreed there was a balance between the information received and decision making. JM suggested holding an annual tenants conference as done by other Housing Associations. SMacK explained that all members were welcomed at our annual AGM's. YL proposed changing the advert of the AGM to encourage members to attend. AMG commented that perhaps we need to investigate mechanisms and tools to strengthen Area Committees. 	
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	<p>CAS suggested getting tenants to become a member during the sign up process. YL explained that tenants are asked at sign up and staff encourage tenants to become members, however, this was not compulsory. This was part of membership strategy that the Area Committee reviewed.</p> <p>It agreed that SMack would take forward the comments and outcome of the consultation to the next Chairs Working Group meeting which was to be held in June 2013.</p>	
6.	<p>Regional Managers Report.</p> <p>Investment Programme – Mid Argyll</p> <p>Heating & Rewire – Minimal work ongoing in Mid Argyll at the moment. British Gas are dividing their installs between Lorn and MAK area i.e. a couple of weeks in each area at a time. The most recent installs have been completed within a reasonable timescale and to a fairly good quality. Joe Morgan is leading the supervision team and has been very proactive in resolving issues as they arise.</p> <p>Still some historical issues to resolve relating to upgrades by the Hydro to ensure systems are working properly. Very disappointed in time taken to resolve these issues. Current properties open: 14 heating & 5 rewiring works.</p> <p>Windows & Doors – Sidey – No work in Mid Argyll at the moment and no properties open. Sidey are addressing warranty issues, but slower than anticipated.</p> <p>Kitchen & Bathroom – Limited amount of openings at present. This part of the investment program is nearing its end and the properties that are being worked on are mainly access issues or bathrooms that require Occupational Therapists (OT) input. Trevor Clark is leading the Area teams in terms of supervision of this work. Current properties open: 4 Bathrooms.</p> <p>Roof & Roughcast – Project for work at Kilmahumaig, Crinan; Leacainn Terrace, Furnace; 4 Coronation Terrace, Lochgilphead; 15 McIntyre Terrace, Lochgilphead & McKellar Building, Lochgilphead. All these projects are at an early stage and will follow on from work at Old Schoolhouse and 3 Lorne Terrace. Joint supervision being carried out by Area team and Investment Supervisor.</p> <p>Cyclical painting – new round of cyclical painting to start soon. Members requested further information in terms of cyclical painting and gutter cleaning programmes are provided for future meetings.</p> <p>Solas Insulation – Ongoing with surveys and installs. Minimal supervision required.</p> <p>Gutter Cleaning – No projects at the moment.</p>	YL

	<p>Investment Refurbishment – Work has started at Old Schoolhouse, Clachan and the tenants have been decanted. This project also involves 3 Lorne Terrace, Lochgilphead. Refurbishment work coming to an end at 29 MacDonald Terrace, Lochgilphead which was a pilot house for external insulated render as well as internal work. It is hoped this work will be rolled out to all our properties in the area. Joint supervision is being carried out by the Area team and Investment Supervisor.</p> <p>Investment Programme – Kintyre</p> <p>Heating & Rewire – Larger amount of properties open in Kintyre than there are in Mid Argyll. Some historic issues that need addressed as soon as possible as these snagging problems have been ongoing for a while. Most of the supervision being undertaken by Joe Morgan with additional assistance being given by area teams. Newer installs are being done quicker and to a good standard. Current properties open: 21 Heatings and 5 Rewires.</p> <p>Windows & Doors – Main install programme – No Installs in Kintyre at the moment. Surveys are being undertaken and a small install program is planned for May. CAS commented that she was aware work had started in terms of doors in the Kintyre area. JM asked for clarification in terms of what was classified as ‘open’. YL explained this was work that was ongoing in properties and not signed off.</p> <p>Kitchen & Bathroom – Currently no kitchen & bathroom work ongoing in Kintyre. Similar to Mid Argyll, there will be smaller projects issued as access is agreed and OT confirms bathroom details.</p> <p>Roof & Roughcast – MacLeods have started a Roof & Roughcast programme for various properties in Kintyre. The work started at Ralston Road and will include work to properties at Shore Street, Saddell Street, Glenside & Machrihanish. So far, the work has been going relatively smoothly with Charlie Dott supervising works.</p> <p>Cyclical painting – New programme due to be implemented.</p> <p>Gutter Cleaning – No work at present.</p> <p>Solas Insulation – Surveys and installs ongoing with minimal supervision.</p> <p>Close door entry systems – Area teams very disappointed with the slowness of the contractor to complete the limited amount of systems we have had installed, however, we have been liaising with contractor to ensure works are completed timeously. Issue revolves around the Hydro upgrading and supplying adequate power to the closes. Area team feels this should have been resolved prior to work commencing.</p> <p>Non Traditional Properties – Work ongoing to a number of properties at</p>	
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Range Road, Ralston Road and Crosshill Avenue. Works involve insulated render, some internal Scottish Housing Quality Standard (SHQS) work and Polyvinyl Chloride (PVC) external work. Pace of work can be slower than area team had hoped and there have been a number of issues that require resolving, however, Area Teams have been monitoring progress. Charlie Dott is leading the supervision of this project.

Regeneration/More Than Housing

New Build at Park Square/ Park Terrace, Campbeltown & Investment Programme Refurbishment at Dalaruan Street, Campbeltown – Site visit with Mid Argyll & Kintyre Area Committee members took place on 12th March 2013.

Customer Complaints

Following the implementation of the Scottish Public Service Ombudsman's Complaints Handling procedure in October 2012, the Association has recorded and dealt with 56 complaints. Members were provided with a copy of the report within their information packs including details of complaints received over the last 6 month period.

In October when we implemented the new recording system, 112 complaints from the old method of recording were still ongoing and had the potential to progress to Stage 3 Appeal or be looked at by the Scottish Public Service Ombudsman.

Over the course of 2012/2013 our Appeal Committee reviewed 19 complaints, where they found in favour of 2 complainants, recommending the appropriate action. The Committee upheld the decisions of staff in 16 complaints, with the outcome of one complaint still to be decided.

Over the same period of time, the Scottish Public Service Ombudsman was asked to review 8 complaints made against the Association. Of the 8 complaints reviewed, the Ombudsman upheld 1 complaint, and partially upheld two others, recommending changes to our processes. Two complaints were not upheld and two did not fall within the Ombudsman's jurisdiction. As at time of reporting, the Ombudsman was still reviewing one complaint that they had received in September 2012.

JM asked if there was consistency in terms of the complaints received and whether this was investigated. YL explained that complaints are categorised on receipt and any patterns are investigated.

Key Performance Indicators (KPI)

Members received a copy of the KPI year end performance update report within their information pack. YL reported that at the end of the financial year 2012/13, 15 of the KPI's were achieved, these were as follows:

MID ARGYLL

1. Void Relet Times Not Low Demand (17 days – 52 relets)
2. Void Relet Times Stock Low

KINTYRE

9. Void Relet Times Not Low Demand (24 days – 66 relets)
10. Void Repairs (100%)

Demand (13 days – 10 relets)	11. Arrears (2.10%)
3. Arrears (2.10%)	12. Emergency Repairs (99.5%)
4. Urgent Repairs (99.5%)	13. Urgent Repairs (99.9%)
5. Routine Repairs (100%)	14. Routine Repairs (99.5%)
6. Qualifying Repairs (100%)	15. Repairs Satisfaction (97%)
7. Repairs Satisfaction (96.6%)	
8. Post Inspections (10%)	

4 targets were partially met, these were as follows:

<u>MID ARGYLL</u>	<u>KINTYRE</u>
1. Void Repairs (99%)	3. Qualifying Repairs (99.8%)
2. Emergency Repairs (98.9%)	4. Post Inspections (11%)

Mid Argyll & Kintyre did not meeting 7 targets, including lets to each of the waiting lists - homeless, direct & transfer waiting lists for both the Mid Argyll & Kintyre areas. A review of these targets is currently taking place.

Kintyre also failed in terms of void relet times low demand (target 49/155).

The report within the information pack also provided details of the achievements over the past year.

Housing Management & Maintenance

The Estate Management Policy is currently under review, primarily due to the fact of the costs of consultation.

Members were aware that we incurred significant costs last year due to consulting with every resident in every estate, with very little response achieved.

A report with proposed amendments will be tabled at a future Board of Management meeting in line with the Scottish Social Housing Charter.

HOME Argyll Policy Review – this policy is also under review and the consultants, Craigforth, have provided a first draft. Once partners have had the opportunity to test the proposed changes, a consultation exercise will be progressed. Committee Members will also be asked for their views.

Factoring Policy – Members were recently consulted on the changes to the Factoring Policy, following the introduction of the Property Factors Act 2011. The final policy has been submitted to the Policy Committee for their approval in May.

Scottish Social Housing Charter

The Scottish Social Housing Charter commenced on 1st April 2013 and sets the standards and outcomes that all social landlords should aim to achieve when performing their housing activities.

The Charter has seven sections covering: equalities; the customer/landlord relationship; housing quality and maintenance; neighbourhood and community; access to housing and support; getting good value from rents and service charges; and other customers.

	<p>It contains a total of 16 outcomes and standards that social landlords should aim to achieve. Information on how we are doing will be presented at the next meeting.</p> <p>A significant amount of work will take place over the next year in ensuring we can demonstrate the outcomes of each of the 16 Charter Outcomes. A small working group will be formed to take this forward. ACHA staff have been working hard to ensure the new Charter Indicators were put in place, ready for 1st April. This is the KPI information. There are some new Standards we will be reporting on, and this will be shown on the next KPI report in July. KPI's will be presented differently from previous meetings.</p>	
9.	<p>7-Year Estate Management Action Plans & Projects</p> <p>SC advised members that the EMAP programme was previously approved and priorities were given to a number of initiatives to be progressed when funds became available in Year 1. Unfortunately, no funds became available and therefore the proposed works were not carried out.</p> <p>SC recommended that the previously agreed approved initiatives in Year 1 are retained and proceed in the order previously agreed in the current year (year 2). SC advised that fencing projects would be prioritised.</p> <p>CD asked as to how we are going to deal with the problem of work being undertaken by AHFA in regards to competitive tender to ensure we get value for money. AMG advised an agreed schedule of rates will be applied to works that AHFA will be asked to undertake in terms of the contract. Unless there is an agreed variation, it will only be signed off if this is deemed reasonable.</p> <p>CAS asked if AHFA have the tradesmen to carry out these projects. YL confirmed that AHFA have the workforce but also have the ability to subcontract if required.</p> <p>AMG advised that ACHA have signed off a 5-year business plan which primarily will concentrate on ACHA work. However, beyond year 3, there is the expectation that AHFA will carry out other work over and above that requested from ACHA.</p> <p>AMG commented that works to the immediate environment to estates can dramatically improve an area. SMackK agreed this is a good advert for ACHA as it is just as important as the investment work carried out within properties.</p> <p>All members approved the following projects for Mid Argyll:</p> <ul style="list-style-type: none"> • Fencing Renewal 7 and 8 Leacainn Terrace, Furnace • Fencing Renewal 13 Upper Riochan, Inveraray • Fencing Renewal 43-47 Union Street, Lochgilphead • Fencing Renewal McIntyre Terrace (all 9 ACHA properties) and 29, 32, 34, 38 and 42 MacDonald Terrace, Lochgilphead 	

	<p>All members approved the following projects for Kintyre:</p> <ul style="list-style-type: none"> • Replacement of metal balcony railings at 100A-100D Witchburn Road, Campbeltown • Replacement of dividing fence at 146 Ralston Road, Campbeltown • Provision of fence and gates at 36 New Parliament Place, Campbeltown 	
7.	<p>Garden In Bloom/Sunflower Competition 2013 (paper attached)</p> <p>YL advised the Committee that the 'Garden In Bloom' competition for 2013 is now advertised and staff are actively encouraging tenants to enter. Posters have been displayed at local amenities, Allpay outlets and post offices. A press release, approved by Area Committee members at their last meeting in March, appeared in the local papers early April.</p> <p>The 'Garden In Bloom' closing date is 31st July 2013 and judging will take place the first week in August. As agreed at the previous meeting, photographs will be taken by area staff of the gardens when their entries are received, and judging will take place in ACHA offices by all Committee members using the photographs obtained.</p> <p>As agreed at the last meeting, a letter was sent to the tenant that had won since the competition began in 2010, to exclude them from the competition for one year.</p> <p>The sunflower competition has also commenced with sunflower seeds issued to 12 participating nurseries. The sunflower measurements will be taken on 23rd August 2013, with forms being returned to the area office by 30th August 2013 to ensure the winner is announced at the Area Committee meeting in September.</p>	
11.	<p>Annual Gypsy/Travellers Survey Results – November 2012</p> <p>The results of the Gypsy Travellers survey had previously been circulated to members with their agenda packs. YL explained the results had been shared with all residents in our Travelling Persons sites in Argyll, the Board of Management, Area Committee members, MP's and MSP's in Argyll and local Councillors.</p> <p>It was noted 50% of residents in Duncholgan, Lochgilphead responded to the questionnaire.</p> <p>As a result of the questionnaire, the Association:</p> <ul style="list-style-type: none"> • Has arranged for our Welfare Rights staff to carry out further visits to residents; • Has approached those who have indicated they would like to be on the tenant consultation register; • Has where possible, acted on the suggestions made by the residents (i.e. for Duncholgan, we have engaged with Argyll & Bute Council regarding concerns residents have with the road, the bus 	

	<p>stop and fly tipping);</p> <ul style="list-style-type: none"> Will deal with other matters as outlined in the action plan between now and the end of March next year. 	
12.	<p>Membership Strategy – Preparation for Board of Management Report</p> <p>YL confirmed that the other 3 Area Committees will be discussing the Membership paperwork that the Mid & Kintyre Area Committee re-drafted. Members will be notified of the outcome at their next meeting.</p> <p>SMacK asked if the Mid Argyll & Kintyre Area Committee were the only Committee undertaking this exercise. YL advised that each Area Committee is looking at the strategy, however, only the Mid Argyll & Kintyre Area Committee reviewed the poster and application form.</p> <p>YL advised that at the last meeting, members suggested writing to the Chamber of Commerce and Rotary Club, advising of the benefits of ACHA and to encourage uptake of membership from the wider community. It was agreed the content of this letter would be drafted at this meeting. SMacK suggested that we make it known that non tenants can become members either on Area Committees or the Board of Management as this may not be generally known.</p> <p>YL also suggested including the benefits of becoming a member. It is evident that the minority of tenants are members and that it is in their interest to take part in the Associations activities as this will ensure we can accommodate their needs.</p> <p>It was agreed the draft letter will be written and presented to the Chair for approval.</p> <p>YL advised the final Membership strategy, along with the updated action plan will be presented to members at their next meeting in July for final approval. Thereafter, it will be submitted to the Board of Management at their meeting in August for information.</p>	YL/ SMacK
13.	<p>Tenants & Residents Association Strategy – Review of Progress</p> <p>YL advised the strategy was incomplete as a result of not receiving the list of community groups operating within the Kintyre area. To allow the strategy to be progressed, members agreed that the strategy would be presented at their next meeting in July, however, this information would not be included.</p> <p>JM advised the bridge at Highbank Park, Lochgilphead had been completed. YL to confirm with B.Anderson.</p>	YL
15.	<p>Guest: Alastair MacGregor, Chief Executive</p> <p>Alastair MacGregor, Chief Executive provided members with a presentation which covered the following points:</p> <ul style="list-style-type: none"> Investment Programme from Transfer to 31st March 2013 <p>In terms of the statistics provided, CD asked for the percentage in</p>	

	<p>relation to the total contract. AMG estimated that this equated to 75% of the windows and door programme; 50% of heating & rewires and 30% of the roof and roughcasting contract. It was always our intention to enhance progress in terms of the heating and rewire and roof and roughcasting programme nearer the end of the period.</p> <p>JM asked if a tenement block was considered as one element. It was clarified that work carried out within a property was considered as one element, i.e. 1 property = 1 element.</p> <p>CAS was excused from the meeting.</p> <ul style="list-style-type: none"> • Mid Argyll & Kintyre Investment Programme 2013/14 • New Build & Refurbishment Work • Ongoing Initiatives • Local Initiatives • Wider Issues <p>CD commented that this report was very encouraging.</p> <p>SMacK thanked AMG for his presentation and commented that it was beneficial to examine the breakdown of figures on the work carried out, including expenditure, specifically for Mid Argyll & Kintyre.</p> <p>A short discussion took place in regards to the site at Rockfield, Oban and the development possibilities within this site. AMG advised a decision for this area is still to be agreed.</p>	
16.	<p>Mid Argyll & Kintyre Area Committee Annual General Meeting – Review of Progress</p> <p>The arrangements for the Mid Argyll & Kintyre Area Committee AGM were agreed as follows:</p> <ul style="list-style-type: none"> • The AGM will be held on Wednesday, 10th July 2013 at the Ardshiel Hotel, Campbeltown. To coincide with the bus timetable, the meeting will be held at 11.00am. • Linda Haig, Director of Investment & Regeneration is due to attend as guest speaker. • Members agreed to keep the format to review progress over the last year, along with a question and answer session. • Lunch will be provided following the AGM. Thereafter, we shall proceed with the election of the Office Bearers and normal Area Committee business. <p>The agenda items for each meeting were agreed as follows:</p> <p>AGM:</p> <ul style="list-style-type: none"> • Apologies • Minutes of Previous Meeting • Mattes Arising • Correspondence 	

	<ul style="list-style-type: none"> • Chairpersons Report – review of progress over year. • Question & Answer Session • Retiring & New Members • Any Other Business <p>Area Committee meeting following AGM:</p> <ul style="list-style-type: none"> • Election of Office Bearers • Schedule of Meetings • Minutes of Previous Meeting/Matters Arising • Approval of Final Strategies • Any Other Business (between now and July) 	
17.	<p>Retirement of Area Committee Members</p> <p>In accordance with the Rules of the Association, section 61.3, one third (1/3) (or the nearest whole number thereto) of the Area Committee Members shall retire. In terms of the Mid Argyll & Kintyre Area Committee, 2 members would be required to retire from the Committee this year. Valerie St Helene has served the longest on the Committee, being elected on 11/08/10. At the last meeting, members were advised that the following members had served on the Committee equally long (since 06/07/11) and would be required to agree themselves who shall retire, or otherwise be selected by lot:</p> <ul style="list-style-type: none"> • Sandra MacKenzie • Carole Ann Shields • Colin Davidson • Sandra Johnston <p>As discussed at the previous meeting, CD and VSH agreed to formally retire from the Mid Argyll & Kintyre Area Committee.</p>	
18.	<p>AOCB</p> <p>DMacM thanked SMacK for her continued hard work and commitment. It was evident that SMacK had done work above and beyond the call of duty and hoped that she would maintain her position as Chair next year.</p> <p>SJ requested clarification in terms of ownership at Brodie Crescent. YL agreed to investigate and advise.</p>	YL
19.	<p>Date, time of next meeting</p> <p>The Mid Argyll AGM will be held on 10th July 2013 at the Ardshiel Hotel, Campbeltown at 11.00am.</p>	

The meeting concluded at 3.10pm