

**PRECIS OF BUSINESS FOR MILNBANK PROPERTY SERVICES LTD BOARD
MEETING HELD ON MONDAY 26TH FEBRUARY 2018 AT 53
BALLINDALLOCH DRIVE**

Present

Mrs L Williams (Chair)
Mr A Scott (Board Member)
Ms C Tartaglia (Board Member)
Mrs L Sichi (Board Member)
Mrs A Irving (Board Member)
Mr P Flynn (Observer)
Mr N Halls (Observer)

In attendance

Mr A Benson (Director)
Mrs J MacMillan (Prop. Mgr)
Ms L Westwater (PM Assistant)

1. PROPERTY SERVICES REPORT

4.1(i) Factoring Details

Details of the factoring arrears as at 31 January 2018 were discussed and noted by the Board.

Total current balance as at Dec 2017	= £138,273.08
Total current balance as at Jan 2018	= £95,583.54

Increase in balances from Dec 17 – Jan 18	= £42,689.54
Total accounts issued in Oct 2017	= <u>£88,691.49</u>

4.1(ii) Owner Stock

The Board noted that there are currently 1160 owners who receive a factoring service.

4.1(iii) Absentee Landlords

The Board noted that there are currently 549 absentee landlords who receive a factoring service.

4.1(iiii) Factoring Casework

The Board noted there are 9 caseworks as at 31 Jan 2018. The Property Manager provided details of the caseworks and action that have been taken to date.

2. Review of Management Fee 2018/2019

The board unanimously approved the increased Management Fee.

- 3. Providing a service to non-MHA owners**
The Board noted from the report there are currently 18 properties, who have registered an interest in receiving the factoring service.
- 3. Properties factored by MPSL**
The Board noted that there are currently 63 properties receiving a factoring service by MPSL as at 31 January 2018.
- 4. Engagement with owner occupiers/factoring agreements**
The Board noted the report.
- 5. Streamline of the Factoring Service Charges**
The Board noted the contents of the reports.
- 6. Draft Revised Code of Conduct**
The Board noted the contents of the report.
- 7. Missing Shares Scheme**
The Board noted the contents of the report.
- 8. MPS Business Plan 2017/2018**
The contents of the report were noted by the Board.
- 9. DATE OF NEXT MEETING**
14 May 2018.