

Minutes of the CHC Annual General Meeting

16:45 on 19th November 2024

The Science Theatre, Techniquet, Cardiff Bay

Present

Adra	Sarah Schofield	Cynon Taf Community Housing Group	Auriol Miller
Bron Afon	Alan Brunt	Cynon Taf Community Housing Group	John Chown
Cadarn Group	Jason Wroe	First Choice Housing Association	Lesley Kirkpatrick
Cadarn Group	Simon Morris	Merthyr Valleys Homes	Michelle Reid
Cadwyn	Kyle Burgess	Pobl Housing Group	Scott Sanders
Caredig	Marcia Sinfield	Stori	Andrew Belcher
ClwydAlyn	Rachel Storr-Barber		

In attendance

Bevan Buckland LLP	Llinos Williams	Community Housing Cymru	Lisa Byrne
Community Housing Cymru	Abi Renshaw	Community Housing Cymru	Ruth Dawson
Community Housing Cymru	Andrew Martyn-Johns	Community Housing Cymru	Stacy Thomas
Community Housing Cymru	Andrew Vye	Community Housing Cymru	Stuart Ropke
Community Housing Cymru	Hugh Barrett	Community Housing Cymru	Thomas Hoddell
Community Housing Cymru	Jonathan Conway	Potential independent Board Chair	Gerraint Oakley
Community Housing Cymru	Katrina Michael		



Apologies

Aelwyd Housing	Sharon Lee	Melin Homes	Paula Kennedy
Coastal Housing Group	Debbie Green	Merthyr Tydfil HA	Karen Courts
Community Housing Cymru	Aled Rowlands	Newport City Homes	Ceri Doyle
Cynon Taf Community Housing Group	John Watkins	Stori	Sara Sutton
First Choice Housing Association	Adrian Burke	Taff Housing Association	Helen White
Linc Cymru	Monique Robins	Wales & West Housing	Anne Hinchey

1. Apologies for absence

Andrew Martyn-Johns welcomed everyone to the meeting, noting apologies above. The Chair noted that the AGM is quorate.

2. Minutes of the meeting held 28th November 2023

The minutes were referred to and their accuracy were duly noted.

Decision: The minutes of the AGM held on 28th November 2023 were approved - proposed by Jason Wroe and seconded by Alan Brunt.

3. Matters arising

There were no matters arising from the minutes of the previous meeting.

4. Chief Executive's Report

The Chair of CHC, Andrew Martyn-Johns, invited Stuart Ropke to present the Chief Executive's Report. A short video was played to highlight the huge amount of work the CHC team undertook in 2023/24 on the sector's behalf.

Stuart confirmed the two highlights for the year was our member offer and the many policy wins. Members were thanked for working with CHC by acknowledging that none of what had been achieved this past year would have been possible without their ongoing support. Confirming that CHC are able to meet their needs due to the ongoing commitment of members continuing to raise their voice and communicate their priorities.



Stuart thanked the members of the Board for their support through a challenging and busy year, especially during the first 6 months when the challenge increased. The fantastic work of the Board over the past year was noted.

Stuart also thanked the staff team during a very challenging year where resources were stretched. Their dedication and commitment has allowed CHC to expand into new spaces that our members require us to be in.

Stuart confirmed although lessons are being learnt from the RHWA/EICR situation that has been worked on over the past 7 months, our approach going forward needs to be done in a different way. Noting that as an organisation we will improve our scrutiny of legislation. The lessons learnt to date will be shared with the wider membership once the paper has been taken to Board next week.

Looking to the year ahead, members were reassured that the Board are considering a fees model that works for CHC and the membership next week. As the future of fees is out for consultation, members were reminded to please offer their feedback if they hadn't done so already.

Decision: The report was noted.

5. Chair's Report

The Chair raised how proud he feels regarding the work CHC continues to do for its members, stakeholders, the housing sector and beyond across other industries in Wales. Noting the value of collaboration and why CHC have successfully represented housing associations across Wales for over 35 years.

Despite the political and economic uncertainty and challenges these present, the focus on delivering our 2023/27 Corporate Plan has remained to support our members and make the biggest difference possible.

Members were invited to reflect on and celebrate the significant achievements of the past year. Our achievements included:

- The new member engagement offer, with over 1,400 instances of engagement between April 2023-February 2024.
- Securing substantial policy change for WHQS and a rent settlement of 6.7% for 2024/25.
- Supporting housing associations to protect their tenants from the cost of living crisis. In 2023/24 housing associations gave £1.3m in direct financial assistance, per quarter on average 7,000 tenants received financial support.
- Ensuring a 7.8% rise in the Housing Support Grant to prevent and respond to homelessness in Wales.

The results of the CEO pulse survey showed:

- 87.5% felt they received value for money from CHC
- 100% felt happy with the level of engagement with CHC



Looking ahead to 2025/26, the Chair offered certainty on the hard work continuing so our members' voice is heard and they have what they need. This includes supporting the delivery of a sustainable approach, critically reviewing and influencing building safety reforms and continue to influence the rent setting framework.

The Chair thanked the CHC staff team for all their hard work, commenting on how enjoyable the past 6 years have been working with a great team of people. Noting the privilege to work alongside such a dedicated, passionate and committed team to deliver the best services possible for our members and stakeholders. Thanks were also extended to CHC Board members for their support and contributions during a challenging period for the sector. A final thank you was given to all our members for their support of CHC over the year.

Decision: The report was noted.

6. Treasurer's Report

The Treasurer, Kyle Burgess, presented the Treasurer's Report and highlighted the following:

- Accounts prepared by CHC in accordance with FRS102 & the Charities SORP as in previous years and audited by Bevan Buckland LLP.
- A clean audit report for the year, with nothing of concern brought to the Board's attention. Reflects and true and fair view of CHC activities.
- Increase in overall surplus to £134k due to significant saving in staffing costs.
- Reinvigorated Treasury Management Policy making use of surplus cash without undue risk.
- P&R made a £4k Gift Aid donation to CHC.
- Reserves increased in line with profits.
- Seen a 5% increase in income compared to the previous year, totalling £1.56m from affiliation fees 2023/24. Increase in DOLI income as it has moved to full cost recovery from the membership.
- Significant increase in conference fee income of 68% due to an increase of conferences offered.
- Reductions in secondment income and training fees due to streamlining the offer to focus on core services.
- Expenditure in 2023/24 was £1.46m – a decrease of £22k (1.3%) on previous year.
- Staff costs decreased by £129k (11%) with significant restructure costs in 2022/23, the savings are attributed to the lower salary base and not all posts filled for the whole year. No impact on services or delivery to members.
- Increase in delivering in person member services, with value for money achieved in terms of engagement.
- Significant outlays on specialist advice as CHC helps the sector navigate some complex issues.
- Balance sheet: Total funds carried forward as at 31st March 2024 are £239k.



- Cash held is just over £1.53m at year end with strong and reliable cash flows forecast for the next 18 months plus.
- The Pension liability is £538k at the end of 2023/24 and a deficit reduction plan has been structured by the scheme administrators to reduce this in a controlled manner over the coming years.
- Cash flow: Continuing operations generated a net cash outflow of £354k during the year. Noting this as a timing issue, as members were invoiced one month later compared to last year.
- Reserves Policy: Reviewed during the year, targeting an average surplus of £50k per year in the coming years. Estimated the cost of covering 3 months potential run down costs is £464k.

Kyle thanked the auditors Bevan Buckland LLP who have provided an appropriate level of challenge and guidance throughout the year. Our new partner, Llinos Williams, was thanked for her consistently excellent service. Thanks were also extended to Katrina Michael for the reinvigorated Treasury Management Policy and for preparing and distributing printed statutory accounts.

Decision: The report was noted.

7. To receive the Accounts for the year to 31st March 2024 and to receive the Auditor's report

Llinos Williams from Bevan Buckland LLP presented the Auditor's Report. Llinos reiterated that in their opinion the financial statements give a true and fair view of the state of the charitable company's affairs as at 31st March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended.

Llinos confirmed that the accounts have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 and with the requirements of the Companies Act 2006. Llinos Williams signing the accounts auditor's report on 4th November 2024.

Decision: The motion to receive the CHC Accounts for the year to 31st March 2024 and to receive the Auditor's report was proposed by Jason Wroe and seconded by Alan Brunt.

Decision: The motion to receive the P&R Accounts for the year to 31st March 2024 was proposed by Michelle Reid and seconded by John Chown.

8. To reappoint auditors for the year ending 31st March 2025

Decision: The motion to reappoint Bevan Buckland LLP as auditors for the year ending 31st March 2025 (year 2 of a 3 year appointment subject to annual approval at the AGM) was proposed by Jason Wroe and seconded by Scott Sanders.



9. Appointment of CHC and P&R Board Members

Two Board members, Chair Andrew Martyn-Johns and Andrew Vye, are retiring from CHC and P&R Boards, having served the maximum 6 years since their appointments in 2018.

The Chair thanked Andrew Vye for his input whilst serving on the Board. It was noted that during the last 6 years, his wise counsel had been appreciated and the Board had been effective due to his challenge over the timeframe.

The Chief Executive thanked Andrew Martyn-Johns for his work on the CHC Board as Chair. Thanks were given for his efforts and steering the Board across the 6 years since 2018. The Board is notably in a stronger place which is testament to his work, guidance and wise counsel. Thanks were expressed for his support to CHC on behalf of the Board, CHC staff and members.

Appendix A set out the proposed Board members for the coming year.

Members were asked to elect the following Board members:

- Independent Chair: **Gerraint Oakley**
- Current Board member co-optees appointments: **Lesley Kirkpatrick**
Rachel Storr-Barber
Sarah Schofield
Sharon Lee
Stacy Thomas
- Current Board member reappointments: **Alan Brunt**

Decision: The motion to approve the election of the above Board members was proposed by Michelle Reid and seconded by Scott Sanders.

Action: All Board members will be returned to Companies House.

The new Chair, Gerraint Oakley, introduced himself and gave members an overview of his background to date. Confirming his current position as Executive Director of Platform Housing Group. It was summarised that Gerraint was looking forward to the next 12 months and working together on the challenges ahead.

10. Any other business

The retiring Chair, Andrew Martyn-Johns, for the last time thanked all of those in attendance for coming. A thank you was reiterated for the contributions during the year.

Michelle Reid from Merthyr Valleys Homes thanked the Chief Executive Stuart Ropke for his incredible support and guidance over the past few months, as members were navigating the sector issue around RHWA/EICR. Stuart's amazing leadership for members was confirmed by those who were in attendance.

There was no further business. The meeting was closed at 17:12.



Appendix A – Appointment of CHC and P&R Board Members

Board members retiring from CHC and P&R Boards:

1.	Andrew Martyn-Johns	Chair - Stepping down from the CHC and P&R Boards on 19/11/2024
2.	Andrew Vye	Stepping down from the CHC and P&R Boards on 19/11/2024

New Board members to be appointed are shown below:

	Name	Organisation	Job Title
1.	Gerraint Oakley - Chair	Independent	n/a

Co-optees to be appointed are shown below:

	Name	Organisation	Job Title
1.	Lesley Kirkpatrick	First Choice Housing	n/a
2.	Rachel Storr-Barber	ClwydAlyn	Head of Governance and Regulation
3.	Sarah Schofield	Adra (Tai) Cyfyngedig	Director of Customers and Communities
4.	Sharon Lee	Aelwyd Housing	Chief Executive
5.	Stacy Thomas	Merthyr Valleys Homes	Director of Homes & Places

Current Board members to be reappointed are shown below:

	Name	Organisation	Job Title
1.	Alan Brunt	Bron Afon	Chief Executive

For information the existing Board members are shown below:

	Name	Organisation	Job Title
1.	Aled Rowlands	Independent	n/a
2.	Hugh Barrett	Independent	n/a
3.	Kyle Burgess	Cadwyn	Director of Corporate Services