

**Meeting: Eastbourne Housing Investment Company Limited
Board of Directors (Company No. 09571387)**

Date: 17th December 2020

Venue: Virtual (due to COVID-19)

Start: 11.30 am

Board of Directors

Present:

Board Directors:

Roger Eastwood (RE) (Chair)

Margaret Bannister (MB)

Ian Fitzpatrick (IF)

David Tutt (DT)

Tim Whelan (TW)

Staff

In Attendance:

Tayo Adejumo, Project Accountant (TA)

Robert Cottrill, Chief Executive (RC)

Gary Hall, Head of Homes First (GH)

Homira Javadi, Chief Finance Officer (HJ)

Jane McCarthy-Penman, Company Secretary (JMP)

Nathan Thompson, Head of Commercial Business Development (NT)

Simon Watts, Property Services Lead (SW)

Item	PROCEDURAL MATTERS	ACTION
1.	Apologies for Absence None	Noted
2.	Declarations of Interest In accordance with section 177 of the Companies Act 2006 and the Articles of Association of the Company, Directors declared their interests as set out below: Margaret Bannister <ul style="list-style-type: none">• Eastbourne Liberal Democrats• Association of Liberal Democrat Councillors• Liberal Democrat Party Roger Eastwood <ul style="list-style-type: none">• Director and Chair of EHL• Director of SEILL• Director and Chair of South Essex Homes• Board Member of the NFA	

	<p>Ian Fitzpatrick</p> <ul style="list-style-type: none"> • Director of Regeneration and Planning (EBC/LDC) • Managing Director (EHL) • Director of Eastbourne Downs Water Company Limited • Director of Lewes Housing Investment Company Limited • Director of Eastbourne Downs Water Company Limited • Director of Investment Company Eastbourne Limited <p>David Tutt</p> <ul style="list-style-type: none"> • LGA Member Peer • East Sussex County Council Councillor • 3 Star Solutions – Consultant • IESE Transformation Ltd • EDEAL • East Sussex County Council - East Sussex Pension Fund Committee Member • IESE – Director • Hazel Court School Governor • People Matter Advisory Board • Young Enterprise Board • South East Local Enterprise Partnership • Association of Liberal Democrat Councillors • British Computer Society • Communication Managers Association, National Trust • Save the DGH Campaign • Eastbourne Sussex Fire Authority Member • Member of the Executive Committee of Aspiration Homes LLP <p>Tim Whelan</p> <ul style="list-style-type: none"> • Director of Service Delivery (EBC/LDC) • Director of Eastbourne Downs Water Company Limited • Director of Lewes Housing Investment Company Limited • Director of Eastbourne Downs Water Company Limited <p>It was noted that notwithstanding any such interests, all Directors were entitled to vote at, and be counted in the quorum of, the meeting.</p>	
3.	<p>Minutes of Previous Meeting of the 29th September 2020</p> <p>Agreed.</p>	Noted
4.	<p>Matters Arising</p> <p>None.</p>	Noted
5.	<p>Outstanding Actions</p> <p>The Board noted that all outstanding actions had now been completed.</p> <p>Given due regard to Duty 2, Section 172 CA (06) Recommendation and Resolution by the Board: The Board is asked to</p> <ul style="list-style-type: none"> • Note the progress of the outstanding actions 	

Non-Confidential		
Business Matters		
6.	<p>Performance Report for the period ending 30th September 2020 & 2021/22 Draft Budget</p> <p>This report provided the Board with an overview of the financial performance to the end of June 2020.</p> <p>The Board noted that late amendment sent through of the forecast position.</p> <p>The Project Accountant took the Board through the financial performance of the Company and the draft budget for 2021/22.</p> <p>Given due regard to Duty 2, Section 172 CA (06) Recommendation and Resolution by the Board: The Board is asked to</p> <ul style="list-style-type: none"> • Note the financial performance for the period ending 30th September 2020 • Note the revised forecast position for 2020/21 • Note the draft 2021/22 Draft Budget 	
7.	<p>Rent Arrears & Tenancy Management</p> <p>This report provided the Board with an update on the position of arrears and any action that is being taken on any EHICL owned property as at the 30th September 2020 (Q2).</p> <p>This report also provided an update on tenancy and property management arrangements for the company's portfolio.</p> <p>The Head of Homes First took the Board through the key notable areas of the report.</p> <p>The reduction of rent arrears was noted, and the team congratulated.</p> <p>The Board were reminded that moratorium was still in place in respect of legal action being taken in respect of enforcement action, leading to eviction. It is likely to remain in place until at least April 2021.</p> <p>Given due regard to Duty 2, Section 172 CA (06) Recommendation and Resolution by the Board: The Board is asked to</p> <ul style="list-style-type: none"> • Note the report 	
Confidential		
8.	<p>Devonshire Collective</p> <p><i>'Confidential – not for publication'</i></p>	
9.	<p>EHICL COVID-19 & longer-term implications: homelessness and supply of accommodation (verbal discussion)</p> <p><i>'Confidential – not for publication'</i></p>	

SW left the meeting at 12.30 pm

DT left the meeting at 12.53 pm due to a potential conflict of interest. DT sits on the Executive Committee of Aspiration Homes LLP; therefore, he did not take part in the discussion and left the virtual meeting.

10. Victoria Mansion Business Plan

'Confidential – not for publication'

DT re-joined the meeting at 1.10 pm

11. Delegations: Leases to the Council

'Confidential – not for publication'

12. Any Other Business

Registered Office

The Board noted that as 1 Grove Road, Eastbourne will close on the 31st December 2020, the registered office for EHICL will be changed to the Town Hall, Grove Road, Eastbourne BN21 4UG. The statutory documents will be relocated to the Town Hall prior to the 31st December 2020. The new company plaque will be placed outside of the Town Hall.

The relevant changes will be made at Companies House.

Meeting closed at 1.15 pm

Signed: _____ **Position:** _____

Dated: _____