Willowacre Trust Board
Hybrid Meeting via Microsoft Teams and Camlachie Boardroom
Minutes
Tuesday 19th May 2026

Present (In Person): **Present (Online): Shayron Young, Chris Milborrow (Chair for meeting), Lauren Grant** **Present (in Person): Robert Campbell, Michael Gillespie** **In Attendance (In Person): Linda Allan, Valerie Wilson, Alistair Reid** **In Attendance (Online): Simon Fitzpartick, Kerry Clayton**	
Apologies: Ralph Bennett-Richards	
Disclosure of Interests Robert Campbell declared an interest in West of Scotland Housing Association.	
1. Approval of Minutes The minutes of the previous meeting were approved as a true record. They were proposed by Shayron Young and seconded by Michael Gillespie.	
2. Matters Arising Updates were given on the 5 items noted under matters arising	
3. Risk Management Report The DoCS talked through the report and sought approval for the changes to the risk register. The Board considered the report, noting the update on strategic risks, including the continued high risk in relation to financial position and the proposed change to the governance risk score following recent changes in office bearer arrangements. The Board noted high-level risks within the report and approved the proposed change in risk score for “Fail to have effective governance arrangements in place”. The Chair queried the RAG noting at 3.1 and the DoCS advised these were inverted and should be green to red. The Board approved the amendments as noted within the report.	**Approved**

4. Office Bearers and Board Recruitment The CEO talked through the report provided and the Board noted the resignation of **[REDACTED - PERSONAL DATA]** as Chair of Willowacre Trust in April 2026 and recorded its thanks for her diligent service and contribution during her time as Chair and Board member. The Board noted that, in accordance with the Rules, a new Chair requires to be appointed. Existing Board members will be invited to consider nomination and to contact the CEO for an initial discussion. It was further noted that the Vice-chair remains in post and that Board business may continue during the appointment process. The Board agreed that the Chair appointment process should be progressed within eight weeks, noting that any appointment is subject to formal approval by the WSHA Board, as parent. The Board also considered the recruitment of at least one new Board member, with scope to recruit two if appropriate. The potential benefit of a WSHA Board member joining Willowacre Trust, to strengthen Group governance links, was discussed. Any recommendation will be brought forward for consideration. A suggestion of further strengthening the board with tenant (service user) representation was discussed. It was agreed to scope out the skills / experience required on the board and to recruit accordingly. It was also suggested that some of the WSHA main board tenant members may want to support the Willowacre Board. The Board noted the contents of the report.	**Noted**
5. Management Accounts The Director of Finance presented the management accounts to the 31st March 2026. It was noted that income and expenditure are over budget as additional grants were secured during the year. The year end surplus of £6.6k is £6k over budget. The Director of Finance confirmed that despite the reduction in cash in bank from £422.7k to 384.4k over the year, the Trust has sufficient cash to conduct its intended activities. Board noted the management accounts to 31st March 2026.	**Noted**

6. WSHA Update Report The DoHCS talked through the report providing a brief overview of key WSHA activities, including progress against the Corporate Business Plan, preparation of the Annual Assurance Statement, approval of the 2026/27 budget, development programme updates, staffing changes within Corporate Services and Finance, and approval of the Asset Management and Development Strategies. The Board noted the ongoing governance and communication arrangements between WSHA and Willowacre Trust and acknowledged that these support effective oversight and compliance with regulatory requirements. The Board noted the contents of the report.	**Noted**
7. WT Business Plan Update The DoHCS presented the report providing an update on progress against the business plan. The Board noted the update on progress against the Willowacre Trust Business Plan 2026–28. Members noted that, as the Business Plan had only recently been approved, progress was at an early stage, out of 18 actions, one action completed and two actions already underway. The Board also noted the developing partnership work with two local landlords and agreed that further quarterly updates would be provided. The Board noted the contents of the report.	**Noted**
8. Operational Report The CSM talked through the detailed report provided to inform the Board on operational matters for the period January to March 2026, together with the staffing update to May 2026. Members noted the continued breadth of activity delivered by the Community Services Team, including recruitment and staffing updates, handyperson services, starter packs, food parcel support, upcycling, community development activity, digital participation, older people's services and energy advice. The Board recognised the positive impact of these services in supporting tenants and communities, particularly in relation to financial inclusion, wellbeing, digital access and community engagement.	

The Board also noted the continued alignment of the work with WSHA's strategic objectives, the Willowacre Trust Business Plan and relevant regulatory requirements. The Board noted the contents of the report. There was a brief discussion on how the report could be condensed to reduce the time spend writing it, but it was noted element such as the case studies brought so much value and if reducing it was important not to lose this. The Board noted the contents of the report.	**Noted**
9. Development Report The CSM presented the report which provided an update on current and ongoing Willowacre Trust project development activity. Members noted progress across a range of funding applications, partnerships and community benefit initiatives, including continued work on the Charing Cross Hub, secured funding for wellbeing and community projects, new partnership opportunities with housing associations, and ongoing contractor-led community benefits. The Board acknowledged the positive contribution of these activities to tenant support, community wellbeing and the Trust's wider strategic objectives. The board asked that staff were thanked on their behalf for the hard work that had gone into achieving the year end results. The Board noted the contents of the report.	**Noted**
AOCB No matter raised.	
Review of Meeting It was discussed and agreed the meeting had been well run and effective.	
Date of Next Meeting The date of the next meeting will be Tuesday 18th August 2026	