

**Lochfield Park Housing  
Association Ltd.**



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Emergency No: 0141 771 2228  
Gas Central Heating : 0141 771 2228



**Lochfield Park  
Housing Association**



**OFFICE OPENING HOURS**

	<b>MORNING</b>	<b>AFTERNOON</b>
<b>Monday</b>	9.30am - 12.30pm	1.30pm - 4.30pm
<b>Tuesday</b>	9.30am - 12.30pm	1.30pm - 4.30pm
<b>Wednesday</b>	CLOSED	1.00pm - 4.30pm
<b>Thursday</b>	9.30am - 12.30pm	1.30pm - 4.30pm
<b>Friday</b>	9.30am - 12.30pm	1.00pm - 4.00pm

**SHARE Membership**

Registered under the Co-operative and Community Benefit Societies Act 2014  
Registered with the Financial Conduct Authority No 2444R(S) and a Registered Property Factor No PF000221  
  
The Scottish Housing Regulator Reg No HAC268  
  
Scottish Charity No SC037694

**This leaflet can be translated, on request into other community languages.**

**For people with visual impairment, large print or Braille versions can also be provided.**

## SHARE MEMBERSHIP

The Association seeks to recruit members with a particular interest in the running of the organisation.

To this end, the Association welcomes applications from those with experience or interest in:

- Housing management
- Maintenance management
- Financial management
- Management
- Community care issues
- Working in the local community
- Development
- Human resources.

### **Procedures for Applying for Membership**

Those who want to apply for membership should contact the Association for a membership form. The completed form should be sent with £1.00 to the Secretary at the registered office.

Once approved, the Association will issue them with a Share Certificate, a copy of the Association's Rules and details of how members can participate in the organisation including the Annual General Meeting and how to stand for election to the Committee of Management.

Members will receive an annual report and regular newsletters.

## Member Participation

The Association wishes to ensure its members are informed and can actively participate in the organisation. To this end, the Association will:

- Publicise general meetings at least 14 days before the day of the meeting
- Send written notice of meetings to members homes at least 14 days prior to the meeting
- Circulate information to members so they can make informed decisions at the general meetings. Where information in particular format or language is required, the Association will endeavour to provide this
- Make every effort to hold general meetings at times and locations suitable for membership, and which is accessible to all
- Keep members informed on major developments affecting the Association
- Actively promote the opportunities that exist, through election, for serving on the Management Committee

## Ending your membership

Membership will be ended under certain circumstances.

The full list of circumstances are outlined in section 11.0-11.2 of the Model Rules.

If you would like a full copy of these rules or require any further information please contact our office or speak to a member of our Staff Team.