

Linlithgow Community Development Trust Annual General Meeting

Thursday 12th November 2020, 7.30 pm
Online Zoom meeting



Minutes

LCDT Members Present: Board Directors - Fraser Falconer (Chair), Ronnie Anderson (Treasurer), Neil Barnes, Katherine Orr, Matthew Ball, Gail Miller, Tom Conn, Chris Horne, Mike Ewart, Ian Fyfe, plus 14 LCDT Members (names available on request)

Also present: Pamela Barnes (LCDT Development Worker, secretariat),

Item 1: Welcome and Introductions

Fraser Falconer, LCDT Chair, introduced himself and thanked everyone for coming to the Linlithgow Soup event.

Item 2: Apologies

Apologies were received from LCDT Director Chris Horne.

Item 3: Minutes of last AGM (Circulated)

The Minutes of the last AGM were noted and agreed
Proposed by Katherine Orr
Seconded by Mathew Ball

Item 4: Chairs Report (Circulated)

Fraser presented his Chair's Report thanking all staff and volunteers for all their contributions over the year.

Matthew Ball recorded a vote of thanks to Fraser Falconer, Chair, for his continuing hard work and commitment over the year.

Item 5: Presentation of Accounts (Circulated)

Fraser noted that Jon Norton has stepped down as LCDT Treasurer, and that that Ronnie Anderson has recently joined the Board to take on this role. Fraser presented the summary financial accounts for the period April 2017 to March 2018. The accounts underpin all of the activities of the Trust.

He thanked Seonaid Anderson, from Anders Tax, for her assistance with their preparation. Fraser noted that a discussion on LCDT's finances can take place at the extraordinary general meeting on 12th December.

Acceptance of LCDT's summary financial accounts for the period April 2017 to March 2018 -
Proposed by: Neil Barnes
Seconded by: Tom Conn

Item 6: LCDT becoming a Scottish Charitable Incorporated Organisation (SCIO)

Fraser noted that due to a change in Board Directors there had not been time to prepare a draft SCIO Constitution in time for discussion and a vote at this AGM. So an extraordinary general meeting is planned on 12th December. LCDT's new draft SCIO Constitution will be circulated in advance. All LCDT Members are warmly invited to attend. This meeting will also provide an opportunity to find out more about LCDT and meet Board Directors with festive refreshments. Meeting 12th December 7.00pm, Linlithgow's Young People Project at the Vennel.

In the meantime Fraser sought acceptance for LCDT to move towards becoming a SCIO.

Proposed by: Helen Greig

Seconded by: Gail Miller

Item 7: Appointment of Directors

Fraser explained the position regarding the appointment of Directors, their election and re-election as required by the Trust's Constitution.

During the year one Director resigned from the Board: Jonathon Norton. A further three Directors have announced their resignation in advance of the AGM: Elaine Brown, Rebecca Holmes and Tom Kerr. Fraser thanked all four for their valued contribution.

Two directors co-opted during the year are standing for appointment: Gail Miller and Ronnie Anderson.

Katherine Orr seeks to be re-co-opted onto the Board.

Directors are required to stand down after serving a three-year term and seek re-election if they wish. Fraser Falconer is seeking re-election after serving a three-year term.

Continuing directors elected or re-elected in the past three years are: Matthew Ball, Tom Conn, Neil Barnes and Chris Horne.

The following are the results from the floor:

- Gail Miller: Proposed by Katherine Orr and seconded by Neil Barnes
- Ronnie Anderson: Proposed by Matthew Ball and seconded by Tom Conn
- Fraser Falconer: Proposed by Chris Gunstone and seconded by Katherine Orr
- Katherine Orr: Proposed by Fraser Falconer and seconded by Tom Conn

As per LCDT's Constitution Office Bearers will be appointed by Board Directors.

Item 8: Any Other Business

None



Extraordinary General Meeting
7pm Thursday 12 December 2020
Linlithgow Young People Project, 30, The Vennel

Minutes of Meeting

LCDT Members Present: Board Directors - Fraser Falconer (Chair), Ronnie Anderson (Treasurer), Neil Barnes, Katherine Orr, Matthew Ball, Gail Miller, Tom Conn, plus 6 LCDT Members (names available on request)

Also in attendance: Pamela Barnes (LCDT Development Worker)

Item 1 **Welcome and introductions**

Fraser (chair) thanked everyone for coming, and provided an overview of the meeting.

Item 2 **Apologies**

There were no apologies

Item 3 **Last Minutes**

Fraser sought approval of the minutes from 2019 LCDT Annual General Meeting and EGM on 12th December 2019. Proposed by Tom Conn and seconded by Chris Horne.

Item 4 **Chair's Report**

Fraser provided an overview of his Chair's Report for 2019-20 as circulated to members by email and published on LCDT's website. Acceptance of the Report was proposed by Ronnie Anderson and seconded by Matt Ball.

Fraser Falconer (Chair) presented the proposal for LCDT SCIO Constitution to be approved and adopted (subject to ratification by OSCR).

The resolution was put to the vote by a show of hands and was unanimously approved including a proxy by Chris Horne.

Item 5 **Presentation of Accounts**

Ronnie Anderson (Treasurer) provided an overview of 2019-20 accounts that were circulated to members by email and published on LCDT's website. Approval and acceptance of accounts was proposed by Ronnie and seconded by Mike Ewart.

Item 6 **Welcoming Transition Linlithgow and the year ahead**

Want through powerpoint presentation of current work and year ahead.

Welcoming in

Item 7 **Appointment of Directors**

Following an explanation of people seeking election and re-election attendees were invited to vote using a Zoom poll.

All Directors were duly voted as follows:

Matthew Ball was re-elected a Full Member Director.

Katherine Orr was re-elected a Co-opted Director.

Mike Ewart, Ian Fyfe, Carole Racionzer, Chris Gunstone and Des Martin were elected as Full Member Directors.

A copy of Zoom Poll Results available on request.

Item 8 **Any other business**

Fraser ended the meeting by thanking all staff and consultants involved in the running of LCDT – Pamela Barnes, Development Worker, Susan Miller MyLinlithgow Development Worker, Helen Hassall, Communications, Angela Wilkinson, IT technical support, Seonaid Anderson from Anders Tax.

Fraser thanked everyone for attending, and for ongoing support. He reminded all that they can stay up to date with LCDT activities in our weekly Community Newsletter.

LCDT 2020 AGM

List of Member Attendees

John McIntyre

Anne Thom

John MacLean

Lucy Noble

Peter Russell

Scott Porter

Angus Gallie

Jenny Hammond

Averil Stewart

Anne Margett

Helen Hassall

Carole Racionzer (proposed Director)

Chris Gunstone (Proposed Director)

Des Martin (Proposed Director)