

EAST AYRSHIRE LEISURE TRUST BOARD OF TRUSTEES
ANNUAL GENERAL MEETING

**MINUTES OF MEETING HELD ON TUESDAY 18 SEPTEMBER 2018 AT
1800 HOURS IN THE RECEPTION ROOM, GRAND HALL, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Elena Whitham, Ian Grant, Iain Linton, Clare Maitland and Neil McGhee; Independent Trustees Jean Brown, Robin Hume, Jackie Livingston and June Minnery; and Bob McCulloch, Acting Head of Housing and Communities, East Ayrshire Council, ex officio Trustee.

ATTENDING: John Griffiths, Chief Executive; Dianne Reid, Marketing and Development Manager; Chris Murphy, Sport and Community Venue Manager; Jackie Biggart, People and Finance Manager; Anneke Freel, Countryside and Outdoor Activity Manager; Katherine Duff, Team Leader - Community Venues and Lorraine Russell, Senior Accountant, all East Ayrshire Leisure Trust; and Gillian Hamilton, Democratic Services Officer, East Ayrshire Council.

APOLOGIES: Joe McLachlan, Acting Head of Finance and ICT, East Ayrshire Council, ex officio Trustee.

CHAIR: Councillor Elena Whitham, Chair.

CHAIR'S WELCOME

1. The Chair welcomed everyone to the Annual General Meeting of East Ayrshire Leisure Trust.

DECLARATIONS OF INTEREST

2. No declarations of interest were intimated.

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

3. There were submitted and noted, the Minutes of the Annual General Meeting held on 19 September 2018 (circulated).

Councillor Neil McGhee joined the meeting.

2017/18 ANNUAL REPORT AND ACCOUNTS

4. There was submitted a report dated 11 September 2018 (circulated) by the Chief Executive which presented the 2017/18 Report and Accounts for approval. The report showed that the Trust had established sound procedures for financial management and our external auditors, Scott-Moncreiff, were satisfied with accuracy of our accounts and the procedures that are in place to manage our finances.

The Board heard from the Performance and Audit Sub-Committee Chair on the Accounts for 2017/18 and, in particular the national issue that had arisen with regard to the valuation of the pension asset/liability provided by the Actuary, which was now reflected in the accounts; that the unrestricted fund should reflect an actuarial gain in the pension reserve (as opposed to loss as shown in the report); and that officers were commended for the work carried out on the Accounts that had resulted in no management actions being required.

The Chief Executive then presented the Annual Report for 2017/18.

It was agreed:-

- (i) to approve the 2017/18 Report and Accounts;
- (ii) to approve the Letter of Representation to accompany the accounts; and
- (iii) otherwise to note the contents of the report.

TRUST BOARD MEETING SCHEDULE 2018/19

5. There was submitted a report dated 13 August 2018 (circulated) by the Chief Executive which submitted for approval the Schedule of Board and Performance and Audit Sub-Committee meetings for the coming year.

It was agreed:-

- (i) to approve the schedule of meetings as described in this report; and
- (ii) otherwise to note the report.

EAST AYRSHIRE LEISURE TRUST SUB-COMMITTEE

6. There was submitted a report dated 18 July 2018 (circulated) by the Chief Executive which allow the Board to review and approve arrangements for sub-committees to support the work of the Board.

It was agreed:-

- (i) to approve the make-up and remit of the Nominations Sub-Committee;
- (ii) to approve the updated remit of the Performance and Audit Sub-Committee; and
- (iii) otherwise, to note the contents of the report.

DEMISE OF OFFICE BEARERS

8. In terms of Clause 48 of the Constitution, the Chair and Vice-Chair ceased to hold office.

The meeting terminated at 1835 hours.