

EAST AYRSHIRE LEISURE TRUST - BOARD OF TRUSTEES

ANNUAL GENERAL MEETING

MINUTES OF MEETING HELD ON TUESDAY 24 SEPTEMBER 2024 AT 1800 HOURS IN MORTON TOWN HALL, NEWMILNS

PRESENT: Jim Roberts; David Ross; and Robert Hannah, Independent Trustees; Councillors Graham Boyd; Iain Linton; Linda Mabon; and James Adams, Trustees

ATTENDING: Anneke Freal, Chief Officer; Jackie Biggart, Executive Lead: People, Policy & Performance; Paul Mathieson, Executive Lead: Places, Projects & Programmes; Lorraine Russell, Strategic Lead: Creating a Solid Foundation for Growth; and Carleen Fitzgerald, Development Officer: Organisational Administration, all East Ayrshire Leisure Trust

APOLOGIES: Councillor Clare Maitland; Melanie Swan and Andy Wilson, Independent Trustees; Blair Millar, Head of Housing and Communities; and Joe McLachlan, Chief Financial Officer and Head of Finance and ICT, East Ayrshire Council, ex officio Trustees

CHAIR: Jim Roberts

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 approved, the Minutes of the Annual General Meeting held on 28 September 2024 (circulated).

2023/24 ANNUAL REPORT AND ACCOUNTS

4. There was submitted a report dated 10 September 2024 (circulated) by the Chief Officer, presenting the 2023/24 Report and Accounts for approval. The report showed that the Trust established sound procedures for financial management and the Trust's external auditors, Azets Audit Services, were satisfied with the accuracy of accounts and the procedure in place to manage the Trust's finances.

The Chair advised the meeting of the following:

- The report was approved at the Performance & Audit Sub Committee meeting on 20 August and thanked Officers from the Trust and Azets Audit Services for the work that had been carried out.
- Azets did not propose any modifications to their audit opinion which is unqualified.
- There were no changes to the audit approach as set out in the letter dated 24 April 2024.
- Statutory accounts are produced and brought to Trustees annually, management accounts are quarterly.
- Pension movements have been separated within the report to make it clearer.
- Azets did not find any indications of management override of controls within the year.

- Fraud in income recognition – Azets were satisfied that there were no concerns and that income was fairly stated in the financial statements.
- There were no issues affecting the Trust’s ability to continue as a going concern.
- Estimate and judgements – no issues were identified in relation to pension assumptions.
- Unadjusted misstatements – confirmed that all unadjusted differences are collectively and individually under materiality.

It was agreed:-

- (i) to approve the 2023/24 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

5. There was submitted a report dated 10 September 2024 (circulated) by the Chief Officer which submitted for approval the schedule of Board and Performance and Audit Sub-Committee meetings for the coming year.

The Chief Officer advised that the 3 December 2024 Trust Board meeting would now take place on Tuesday 12 November 2024.

It was agreed:-

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

ANY OTHER COMPETENT BUSINESS

6. N/A

DEMISE OF OFFICE BEARERS

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

The meeting terminated at 18.07 hours.