

EAST AYRSHIRE LEISURE TRUST BOARD OF TRUSTEES

ANNUAL GENERAL MEETING

MINUTES OF MEETING HELD ON TUESDAY 19 SEPTEMBER 2017 AT 1800 HOURS IN THE ASSEMBLY HALL, GRANGE LEISURE CENTRE, BEECH AVENUE, KILMARNOCK

PRESENT: Councillors Elena Whitham, Ian Grant, Clare Maitland and Jim Roberts; Independent Trustees Jean Brown, Robin Hume, Jackie Livingston and June Minnery; and Chris McAleavey, Depute Chief Executive: Safer Communities and Joe McLachlan, Corporate Accounting Manager, both East Ayrshire Council, ex officio Trustees.

ATTENDING: John Griffiths, Chief Executive; Jackie Biggart, People and Finance Manager; Anneke Freal, Countryside Services Manager; Lorraine Russell, Senior Accountant; and Jessica Chung, Accountancy Assistant, all East Ayrshire Leisure Trust; and Gillian Hamilton, Democratic Services Officer, East Ayrshire Council.

ALSO ATTENDING: David Carey, East Ayrshire Council.

APOLOGIES: Councillor Neil McGhee and Independent Trustees Elizabeth Young and Robert Mann.

CHAIR: Councillor Elena Whitham.

PRELIMINARIES

1. It was noted that Councillor Douglas Reid had stood down as Chair of East Ayrshire Leisure Trust Board of Trustees and that Elizabeth Young was standing down as an Independent Trustee and Vice Chair of the Board. It was then agreed unanimously that Councillor Elena Whitham would take the Chair for the Annual General Meeting and she took the Chair.

CHAIR'S WELCOME

2. The Chair welcomed everyone to the Annual General Meeting of East Ayrshire Leisure Trust and in particular David Carey, East Ayrshire Council and Jessica Chung, recently appointed Accountancy Assistant for East Ayrshire Leisure Trust.

DECLARATIONS OF INTEREST

3. No declarations of interest were intimated.

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

4. There were submitted and noted, the Minutes of the Annual General Meeting held on 13 September 2016 (circulated).

2016/17 ANNUAL REPORT AND ACCOUNTS

5. There was submitted a report dated 11 September 2017 (circulated) by the Chief Executive which presented the 2016/17 Report and Accounts for approval. The report showed that the Trust had established sound procedures for financial management and our external auditors, Scott-Moncrieff, were satisfied with the accuracy of our accounts and the procedures that are in place to manage our finances.

It was agreed:-

- (i) to approve the 2016/17 Report and Accounts;

- (ii) to approve the Letter of Representation to accompany these Accounts; and
- (iii) otherwise to note the contents of the report.

Independent Trustee Jean Brown and Joe McLachlan, Corporate Accounting Manager, East Ayrshire Council, ex officio Trustee both joined the meeting during consideration of the above item of business.

DEMISE OF OFFICE BEARERS

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

The meeting terminated at 1805 hours.