

The Minutes of the Annual General Meeting 2023

Saturday 9th September 2023

11.00 a.m.

Prentice Centre

1st Members physically attending (46 x 1st members):

Marie Thomson, Elizabeth Robertson, Mary Fergus Fiona Little, Victoria Walsh, Ronald McEwan, James McNeill, Angela Chrystal, Wendy Cleary, Carole-Anne Black, Amanda Aitchison, Catherine Pettigrew, Morag Orr, James Hemphill, Jane Julier, Elaine Boyd, Karen Taylor, Shabbir Ahmed Chaus, Wendy Riordan, Heather Kerr, James Simpson, Rachel Stewart, David Boyd, Colin Fraser, Mary Ross, William Keegan, George Thomson, Kimberley Thomas, John Jardine, Stacey Powch-Scott, James Moir, May Riordan, Irene Urquhart, Douglas Logan, Lesley Thomson, Margaret Burnett, Nora Matthews, Lorraine Taylor, Elizabeth Stewart, Cameron Durance, June McDaid, Susana Cot, Eoin O'Dea, Christine Mutopo, Olga Sedova, Susan Andrews, Lynn Jameson

2nd Joint members (without voting rights) present:

Rosemary Fraser, Carol-Ann Keegan, Elaine Thomson, Jean Jardine, Georgina Powch-Scott, Isobel Logan, James Matthews, Helen O'Dea,

Members represented by proxy (38 members):

Sharen Harvey, John Reilly, Rochelle Willis, Joe Moir, Irene Stuart, Norma Smith, Sharen Morrison, Doreen Stewart, Maria Dewar, Yvonne Mather-Brown, Wayne Kellagher, Maureen Simpson, Helen Malarky, Fiona Forsyth, Margaret Burnett, Elaine Anderson, Ina Laird, Mark McAlinden, Diane McAlinden, James McGonigal, Annemarie Stewart, Stacey Maloney, Heather Kerr, Nora Powch, Murdoch Cunningham, William Mitchell, Lorraine Miller, Ann Gallacher, Tracey Duke, Annemarie Murray, Kerry Sinclair, Tracy Riordan, Steven Laurenson, Charlene Shaw, Theresa Lawrie, Ross Henderson, Ginette Ragan, Ruth Williamson,

Quorum:

The quorum is 10% which is equal to 37 members.

46 members were present and 38 were represented by proxy so the quorum of 10% was achieved.

Others in attendance:

Larke Adger (CEO); David Mills (COO); Donald Martin, Les Graham, Jiewen Gao, Sheena Farrell, Lorraine Gahagan, Kirsteen Panther, Louise Anger;

Other: Aisha Sawar, Chiene & Tait, Auditor

1. Apologies

Alan Lamont.

2. Minutes of the Special General Meeting and Annual General Meeting of 5th September 2022

Colin Fraser (Chairperson) chaired the meeting. He reported that the draft minutes of the 2022 AGM had been available on our web site and from the office. The Chair asked if there were any corrections to the minutes. The minutes were taken as read and to be a true record of the meeting.

There were no corrections and the minutes were approved.

3. Chairperson's Report

Coin Fraser (Chairperson) presented his report to the floor.

4. Presentation of Accounts and Auditor's report – Rule 16.2

Aisha Sawar of Chiene & Tait Financial Auditors presented the financial statements and gave a brief overview of the financial position of the Co-operative.

The audit report was for all members

It sets out the responsibilities of the management committee and the auditor.

The auditor's opinion was that the accounts give a true and fair view and are in accordance with accounting standards.

A Sawar took members through the Statement of Comprehensive Income and the Statement of Financial Position, highlighting a number of the main points to note. In relation to overall performance, the Co-operative continues to perform well and invest in our properties. WGHC has a positive cash inflow which is important for future investment. The Co-operative continues to meet all its loan covenants.

A Sawar went onto take members through a summary of the highlights from the financial statements. She advised members a robust audit process had been undertaken. She confirmed that their audit had gone well and that the auditor had found no weaknesses in the controls from the work carried out. On this basis she was satisfied that the results reported reflected a 'true and fair view' of the financial performance of West Granton Housing Co-operative.

A Sawar concluded his run through of the accounts and audit and advised she was happy to take questions. There were no questions. The Chair thanked A Sawar for her report.

5. Appointment of Auditor - Rules 18.4 and 69.1 to 71.4

The Chair reported:

The job of the Auditor is to check and report on the annual financial statements. In the course of the audits, they get an idea of how a company is doing and they are required to raise any problems they come across. Chiene & Tait were re- appointed as Auditors to the Co-operative for 2024.

The Chair asked the meeting if there were any objections to the re-appointment of Chiene & Tait as our new Auditors. There were no objections.

Chiene & Tait were re-appointed as auditors to West Granton Housing Co-operative Limited for 2024.

6. Election of Committee of Management- Rules 18.3 and 36.1 to 38

Colin Fraser (Chair) said that, as with most years, there was no need for an election. If there are fewer candidates than there are spaces then there is no election as would be explained by his report.

He then read out a report as follows:

RSL Committees can have up to 15 members.

1. In accordance with rule Rules 36.1 one third of the serving members since the date of their last election must retire this year. They can either retire at the end of the AGM or can retire beforehand and stand for re-election.

As we had 10 fully elected members before the AGM, we should have 3 members who need to stand down. Under Rule 36.4 if a Committee Member retires from the Committee on or before the date of the next AGM, that Committee member can stand for re-election without being nominated.

The retiring Committee Members should be those who have served longest on the Committee since the date of their last election.

The 3 members who must retire are:

- Liz Robertson
- George Thomson and
- Jim Hemphill

All 3 stood for re-election.

We had 1 member who as a casual vacancy and 2 members who were co-optees. In accordance with Rules 36.3 and 39.1, Committee members must also retire if they have been co-opted on to the Committee or filled a casual vacancy.

This means that:

- Lynn Jameson (Casual Vacancy)
- Billy Maloney (Co-optee)
- James Matthews (Co-optee)

had to retire after the August 2023 Committee Meeting and before the 2023 AGM on:
9th September 2023

We received 5 new nominations for election:

- Lynn Jameson
- Elizabeth Stewart
- Mary Fergus
- Alan Lamont
- Cameron Durance

Since a maximum of 15 members may serve on the committee and only 7 remain in office, the 5 members standing for re-election and the 5 nominees are all elected without need for a vote.

It was therefore declared that the full Committee of Management is as follows:

Committee	Member
Colin	Fraser
Wendy	Riordan
Jim	Hemphill
Liz	Robertson
Amanda	Aitchison
George	Thomson
Morag	Orr
Lynn	Jameson
Alan	Lamont
Cameron	Durance
Mary	Fergus
Liz	Stewart

This means there were 12 members of the Committee of Management.
 The next meeting of the Committee will be on Wednesday 20^h September at 6.30 pm.

7. CEO Report

L Adger firstly thanked all those members for attending.
 She then took members through a brief presentation of the Co-op's performance for the period 2022-23.
 The content of the presentation was reflective of the Annual Report, A summary report of WGHC's key performance indicators was also given.

The Chair then declared there was no further business and once again thanked all those members for their time and attendance.

8. Prize Draw

There were 7 Golden Tickets placed at random in envelopes.
 Each member received an envelope.
 The following members were Golden Ticket Winners:

- Cameron Durance – winner of hamper
- Mary Fergus – winner of hamper
- Catherine Pettigrew - £20 voucher
- Morag Orr - £20 voucher
- Susan Andrews - £20 voucher
- R McEwan - £20 voucher
- Wendy Riordan - £20 voucher

9. Meeting closed

The Chair confirmed closure of the 33rd AGM for WGHC at 12 Noon.