

EAST AYRSHIRE LEISURE TRUST - BOARD OF TRUSTEES

ANNUAL GENERAL MEETING

MINUTES OF MEETING HELD ON TUESDAY 6 OCTOBER 2020 AT 1800 HOURS BY VIDEO CONFERENCE

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

ATTENDING: Anneke Freel, Chief Officer; Jackie Biggart, Head of Corporate Services; Lorraine Russell, Finance and Business Development Manager; and Carleen Fitzgerald, Engagement Support Officer, all East Ayrshire Leisure Trust.

APOLOGIES: Councillors Neil McGhee, Trustee; Independent Trustee Jean Brown; and Joe McLachlan, Interim Head of Finance and ICT, East Ayrshire Council, ex officio Trustee.

It should be noted that Jean Brown was unable to join the meeting due to technical issues.

CHAIR: Councillor Elena Whitham, Chair.

CHAIR'S WELCOME

1. The Chair welcomed everyone to the Annual General Meeting of East Ayrshire Leisure Trust, and thanked all Officers and staff within the Trust for how well they have handled the current situation and for the work carried out throughout this challenging time.

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 17 September 2019 (circulated).

2019/20 ANNUAL REPORT AND ACCOUNTS

4. There was submitted a report dated 3 September 2020 (circulated) by the Chief Officer, presenting the 2019/20 Report and Accounts for approval. The report showed that the Trust had established sound procedures for financial management and the Trust's external auditors, Scott-Moncrieff, were satisfied with the accuracy of accounts and the procedure in place to manage the Trust's finances.

The following was noted:

- Letter of comfort received from the Council to give the Trust security for the next year, the Chief Officer thanked Joe McLachlan and the Council's Finance team for their support.
- Robin Hume provided additional comments on the accounts on behalf of the Performance & Audit Sub-Committee, highlighting the net pension liability and reserves.
- Auditors have confirmed they will accept electronic signatures on the documents.

It was agreed:-

- (i) to approve the 2019/20 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 26 August 2020 (circulated) by the Chief Officer which submitted for approval the schedule of Board and Performance and Audit Sub-Committee meetings for the coming year, these meeting will take place virtually until further notice.

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.

DEMISE OF OFFICE BEARERS

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

The meeting terminated at 18.10 hours.