**KINGSRIDGE CLEDDANS HOUSING ASSOCIATION**

**MINUTES OF THE HYBRID ANNUAL GENERAL MEETING**

**HELD ON 23rd AUGUST 2021 AT 6PM**

**MEETING WAS HELD ON ZOOM DUE TO COVID RESTRICTIONS**

**Present: Jane Atkins**

**Kirsteen McLerie**

**Elaine Shaw**

**John Barclay**

**Kirsteen McLerie**

**In Attendance: John Docherty**

**Paul Immelman**

**Apologies:** **Fettes McDonald**

The AGM meeting scheduled for 16th August 2021 was inquorate and in accordance with section 24.2 of our rules, the meeting was rescheduled for 23rd August and the meeting proceeded with the members present.

1. **Minutes of The Annual General Meeting held on 21st September 202o**

The minutes of the previous Annual General Meeting were approved on a proposal by Kirsteen McLerie, seconded by John Barclay.

**2. Chairpersons report.**

Elaine Shaw presented the Chairpersons report for the year ending 31st March 2021. She welcomed everyone to the meeting and outlined the structure and format of the AGM.

Her report provided an overview on Housing Management, Maintenance, Governance and Financial Management.

She concluded the report by acknowledging her appreciation of the hard work and commitment demonstrated by committee and staff and emphasised the importance of attracting and retaining new committee members.

1. **Annual Accounts for the year to 31st March 2021**

The Association’s Auditor, Jeremy Chittleburg, presented the accounts for the year ending 31st March 2021.

He provided a summary of the balance sheet and summary statement of income and expenditure, outlining various headings and providing explanations for figures recorded under each heading.

The Association accrued a gross operating surplus of **£355,927** (£357,187 in 2020).

Our financial position indicates net assets of **£5,266,239** (£4,910,318 in 2020).

He concluded his report by advising that the Association had performed well over the year with budget assumptions being met.

The Association have exercised effective financial control over income and expenditure and our medium to long term financial viability remains healthy. Financial Management indicators are at least comparable or better than peer group/national medians. The Association also received a clean audit report with no matters of concern raised.

1. **Auditor’s Report**

The Associations Auditor, Jeremy Chittleburg, began his report by outlining the role and responsibility of the Auditor in terms of corporate governance.

He explained that the auditor is required to conduct the audit in accordance with relevant standards in terms of UK accounting practice.

He confirmed that disclosures complied with current guidance and financial statements were free from fraud or error.

In the opinion of the auditor, the financial statements give a true and fair view, in accordance with United Kingdom generally accepted accounting practice of the Association’s affairs at 31st March 2021 and for its surplus at the year ended.

1. **Appointment of Auditors 2021 - 2022.**

A resolution was put forward to appoint Chiene & Tait as the Association’s auditors for 2021 – 2022. The resolution was approved by Elaine Shaw, seconded by John Barclay.

1. **Election of Management Committee Members**

As the number of members standing for election/re-election was less than 15, no existing members were required to stand down. All nominees were elected to serve on the Management Committee until the date of the next Annual General Meeting.

**MEMBER** **NOMINATED BY** **ELECTED/RE-ELECTED**

Robert Wards Elaine Shaw Re-elected

Kirsteen McLerie Jane Atkins Re-elected

Jane Atkins Kirsteen McLerie Re-elected

John Barclay Elaine Shaw Re-elected

Elaine Shaw Robert Wards Re-elected

Arlene Martin Elaine Shaw Re-elected

Margaret McGeachin Elaine Shaw Re-elected

Doreen Strain did not stand for re-election

The meeting concluded at 6.30pm and Chairperson thanked everyone for attending.