**KINGSRIDGE CLEDDANS HOUSING ASSOCIATION**

**MINUTES OF THE ANNUAL GENERAL MEETING**

**HELD ON 15th AUGUST 2023 AT 6PM**

**Present:** Elaine Shaw

John Barclay

Jane Atkins

Kirsteen McLerie

Robert Wards

Arlene Martin

Jane McDonald

John Docherty

Louise Herity

Margaret McKenzie

**In Attendance:** Paul Immelman

Moyra McKenzie

Jillian Fearnside

Jeremy Chittleburgh (C+T)

1. **APOLOGIES:** Fettes McDonald
2. **MINUTES OF AGM HELD ON 8 AUGUST 2022**

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

1. **CHAIRPERSON’S REPORT.**

Elaine Shaw presented the Chairpersons report for the year ending 31st March 2023. She welcomed everyone to the meeting and outlined the structure and format of the AGM.

Her report provided an overview on of the challenging conditions of operation during 2022/23 with the cost of living crisis, persistent high inflation and the continuing war in Ukraine all of which impacting the sector as a whole.

The Report highlighted the performance in key areas such as Housing Management, Maintenance, Governance and Financial Management.

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

1. **ANNUAL ACCOIUNTS TO 31ST MARCH 2023**

The Association’s Auditor, Jeremy Chittleburgh from Chiene+Tait, presented the accounts for the year ending 31st March 2023.

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 **£399,286** (£448.14 in 2022). Our financial position indicates net assets of **£6,130,660** (£5,714,341 in 2022).

He concluded his report by advising that the Association had performed well over the year with budget assumptions being met and was able to give un unqualified endorsement.

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 Chittleburgh, 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 2023 and for its surplus at the year ended.

1. **APPOINTMENT OF AUDITORS 2023 - 24.**

A resolution was put forward to appoint Chiene & Tait as the Association’s auditors for 2023-24. The resolution was approved by Elaine Shaw, seconded by John Barclay, there being no one otherwise minded, Chiene+Tait were re-appointed at the AGM.

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 John Barclay Re-elected

Kirsteen McLerie Elaine Shaw Re-elected

Jane Atkins Jane McDonald Re-elected

John Barclay Kirsteen McLerie Re-elected

Elaine Shaw Jane McDonald Re-elected

Arlene Martin Elaine Shaw Re-elected

Jane McDonald Elaine Shaw Re-elected

John Docherty John Barclay Re-elected

Margaret McKenzie Arlene Martin Elected

Louise Herity Arlene Martin Elected

**ELECTION OF OFFICE BEARER’S**

John Barclay proposed the re-election of Office Bearers as current, there being no dissenters, the office bearers for 2023/24 are;

CHAIRPERSON Elaine Shaw

VICE CHAIRPERSON John Barclay

SECRETARY Kirsteen McLerie

TREASURER Jane Atkins

The meeting concluded at 6.45pm and Chairperson thanked everyone for attending.