

**MINUTES of the ANNUAL GENERAL MEETING of
LISTER HOUSING CO-OPERATIVE LTD held at Lauriston Halls at
28 Lauriston Street, Edinburgh on Wednesday 22 September at 7.30 pm**

Members present: 42 (Members' names available on request)

Non-members present: A Ross, Port of Leith HA; A Punton, Port of Leith HA;
J Chittlewood, Chiene+Tait LLP, Auditor.

Staff in attendance: A Cant, E Coutts, F Dodds, M Stolarek.

1 CHAIRPERSON'S INTRODUCTORY REMARKS

J McCuaig welcomed members and guests to the 45th Annual General Meeting of Lister.

2 APOLOGIES FOR ABSENCE

Apologies were received from 8 members (Names available on request).

3 PROXY FORM REGISTERED IN ADVANCE

6 members registered proxies in advance (Names available on request).

4 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON TUESDAY 29 SEPTEMBER 2020.

J Leith proposed, seconded by N Fallon, that the minutes of the previous Annual General Meeting be adopted as a true record.

There were no objections and the minutes of the meeting were accepted.

5 AUDITOR'S REPORT AND RECEIVING OF THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2021

A Ross of PoLHA explained that the Financial Statements had been approved by the Management Committee at its meeting on 22 June 2021. The accounts show an operating surplus of £201,178 compared to £214,598 for 2019-20. There was a total surplus before transfers for the year of £132,488. The Co-op continues to be in a good financial position.

The Auditor's Annual Report on the Financial Statements for the year ended 31 March 2021 had been prepared by J Chittlewood, Partner of Chiene+Tait. These Financial Statements include the statements of Committee Members' Responsibilities and Internal Financial Controls. The report of the Auditor states that in their opinion "the financial statements give a true and fair view.....of the state of the Co-operative's affairs as at 31 March 2021 and of its income and expenditure for the year then ended" and have been properly prepared in accordance with the relevant legislative and accounting requirements.

J McCuaig thanked him, and asked if there were any questions on the Auditor's Report or the Financial Statements, and there were none. She then asked the membership to receive the Auditor's Report and Financial Statements.

This was proposed by A McDonald and seconded by C Littlewood.

There were no objections. The meeting approved the receiving of the Statements.

6 APPOINTMENT OF AUDITOR

The resolution was put to re-appointment Chiene+Tait, 61 Dublin Street, Edinburgh, EH3 6NL, as external auditor to Lister Housing Co-operative Ltd for the financial year 2021-22.

This was proposed by J-L Addams and seconded by M Midgley.
There were no objections and the appointment was confirmed.

7 CHAIRPERSON'S REPORT

J McCuaig thanked members for the excellent turnout tonight and reviewed some of the events and achievements during the last year.

- a. **Activities in 2020-21.** The year has been affected in many ways by Covid-19. Vital work to replace fuse-boards has progressed as well as the whole-house electrical checks and upgrades of smoke detector systems. The lockdown period delayed us doing work on vacant properties which meant we could use them for temporary decants. The Main Site kitchen programme is now underway after a slight delay.
- b. **Allocations Update.** There has been a reasonable number of vacant flats which meant that we were able to assist a good number of transfers. These created more vacancies which were let, either to another transfer or through EdIndex.
- c. **Garden News.** Our Gardener, Sam, has been applying his knowledge and focus on various ideas to tackle areas which need attention. The book festival was held at the Art College this year and they kindly gifted us all the plants when the event ended.
- d. **Organisation News.** We bought and started using specialised housing and finance software which has made our internal processes more efficient and streamlined. The other big news was that our long-standing Director, Alistair is retiring.
- e. **New Members** of the co-op were welcomed. There were several vacancies during the year and it is always nice to see new households coming into Lister.
- f. **The Chair thanked** her co-committee members and staff for their hard work all year round.

8 ELECTION OF MEMBERS TO THE MANAGEMENT COMMITTEE

There were 6 vacant places on the Management Committee. Two existing committee members were re-standing for election and there was one new candidate. As there were more places vacant than candidates standing or re-standing, all persons were elected to the Management Committee without the need for a vote.

New candidates standing:
J Dydak

Existing members re-standing:
L Alexander
J Leith

The following existing Committee members continue on the Committee for another year:
J-L Addams
L Bald
S Baxter
C Littlewood

J McCuaig
A McDonald
M Midgley
J Renton
D Todorova

The following two members of the 20-21 Committee did not re-stand: M Gunn, C Goodwin.

9 CLOSE OF FORMAL BUSINESS

The meeting ended at 8.00 pm

--- for information only ---

INFORMATION NOTE ON RAFFLE - CONDUCTED LATER IN THE EVENING

One bottle of elderflower cordial, six bottles of wine, two boxes of chocolates, a chocolate orange and a Toblerone were won by 11 Members (Names available on request)

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