

**MINUTES of the ANNUAL GENERAL MEETING of
LISTER HOUSING CO-OPERATIVE LTD held at Lauriston Halls at
28 Lauriston Street, Edinburgh on Wednesday 21 September 2022 at 7.45 pm**

Members present: 31 (names available on request)

Non-members present: A Ross, Harbour Homes;
S Beattie, Chiene+Tait LLP, Auditor.

Staff in attendance: J Rankin, E Coutts, F Dodds.

1 CHAIRPERSON'S INTRODUCTORY REMARKS

All 31 members of the Co-operative, staff and guests present at the SGM which had been held immediately prior to this meeting remained for the Annual General Meeting. L Alexander thanked everyone for remaining.

2 APOLOGIES FOR ABSENCE

Apologies were received from 1 member (name available on request).

3 PROXY FORM REGISTERED IN ADVANCE (TWO)

2 members registered proxies in advance (names available on request).

4 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON WEDNESDAY 22 SEPTEMBER 2021.

J Leith proposed, seconded by J-L Addams, 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 MINUTES OF THE SPECIAL GENERAL MEETING HELD ON WEDNESDAY 22 SEPTEMBER 2021.

K Murray proposed, seconded by J-L Addams, that the minutes of the Special General Meeting be adopted as a true record.

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

6 AUDITOR'S REPORT AND RECEIVING OF THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2022

A Ross of Harbour Homes explained that the Financial Statements, as approved by the Management Committee at its meeting on 28 June 2022, show a slight operating deficit of £13,363, with a total surplus before transfers for the year of £71,062. 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 2022 had been prepared by J Chittlewood, Partner of Chiene+Tait. These Financial Statements include the statements of Committee Members' Responsibilities and Internal Financial Controls.

L Alexander thanked A Ross, and asked if there were any questions on the Financial Statements, and there were none. She then asked the membership to receive the Financial Statements, including the Auditor's Report.

This was proposed by A Guild and seconded by J Leith.
There were no objections. The meeting approved the receiving of the Statements.

7 APPOINTMENT OF AUDITOR

The resolution was put to re-appoint Chiene+Tait, 61 Dublin Street, Edinburgh, EH3 6NL, as external auditor to Lister Housing Co-operative Ltd for the financial year 2022-23.

This was proposed by A McDonald and seconded by J McCuaig.
There were no objections and the appointment was confirmed.

8 CHAIRPERSON'S REPORT

L Alexander thanked members for attending this evening and reviewed some of the events and achievements during the last year.

- a. **Activities in 2021-22.** Whilst the Covid-19 Pandemic continued to have an impact during this period, thankfully we were able to continue to provide our service to our tenants, thanks to the hard work and dedication of our staff and key contractors.

We were also able to deliver on key targets to meet changing legal compliance requirements, such as ensuring that interlinked smoke detectors were fitted in our properties, and that whole-house electrical safety checks had been conducted in all properties also. Alongside the programme of conducting electrical safety checks we also took the opportunity to upgrade the electrical fuseboards in many properties.

Although it was impacted by the pandemic, we were able to continue to make progress with the delivery of our Main Site kitchen programme, with the kitchens that have been fitted being generally very well-received, with high levels of satisfaction.

- b. **Allocations Update.** As in previous years we continue to have a reasonable number of vacant flats become available. These vacancies provide an opportunity to assist a number of people, they allow transfers within Lister and provide new homes to people through EdIndex..
- c. **Garden News.** Our Gardener, Sam, has been continuing to apply his knowledge and focus on maintaining and improving the Lister gardens, whilst using sustainable and ecologically friendly practices such as re-using dropped leaves or weeds for composting/fertiliser. Again this year we have worked in collaboration with our neighbours at the Book Festival, to receive those plants from them at the end of the Festival which would otherwise have been thrown away. Thanks to Management Committee member Jennie Renton for her involvement in arranging this.
- d. **Organisation News.** From a staffing perspective the biggest change this year was the retirement of our long-serving former Director, Alistair Cant, and the recruitment of John Rankin to a new CEO role. John was able to benefit from a period of handover, and so has been able to 'hit the ground running' through a busy first year. Louise welcomed John to Lister.
- 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.

9 ELECTION OF MEMBERS TO THE MANAGEMENT COMMITTEE

There were 8 vacant places on the Management Committee. Five existing committee members were re-standing for election and there were no new candidates. 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:
None

Existing members re-standing:
L Bald
M Midgley
A McDonald
S Baxter
C Goodwin

The following existing Committee members continue on the Committee for another year:

J-L Addams
L Alexander
C Littlewood
J McCuaig
J Leith
J Renton
J Dydak

10 CLOSE OF FORMAL BUSINESS

The meeting ended at 8.15 pm

--- for information only ---

INFORMATION NOTE ON RAFFLE - CONDUCTED LATER IN THE EVENING

Bottles of wine, boxes of chocolates, and biscuits were won by 11 Members (names available on request)