**Minutes of Largo Communities Together (LCT) Annual General Meeting of 27 November 2023, 7pm at The Aurrie, Lower Largo**

**Board Members Present:** Louise Robb (Chair), Stan Green (Vice Chair), Stuart Kerr (Treasurer), Emily Macdonald (Governance), Alistair Brown (Marketing & Communications), Jill Miller (Sustainability), James Simpson (Largo Pier), Tommy Brown (Largo Pier), Andy Duff (Assets & Access), Carol Duff (Friends of Largo Bay)

**Apologies:** Nora Conlin (Secretary), Jan Kerr (Equity & Inclusion)

**Others in attendance:** Priya Logan (Development Officer, LCT), JP and Liz Easton (Community Resilience), 53 attendees in total as recorded on sign-in sheets

**Quorum:** Of the 53 attendees, 34 were ordinary members of LCT, 1 was an associate member and 18 were not members. There were 20 proxy votes received in advance from LCT ordinary members who could not attend the AGM. The total of LCT ordinary members represented at the AGM was therefore 54. There are 362 ordinary members of LCT. A quorum is considered to be 36. Thus, the meeting was considered to be quorate.

**1. Welcome (Louise Robb, Chair)**

LR welcomed everyone to the LCT AGM.

**2. Adoption of AGM Minutes of 16 January 2023**

Adopted by show of hands from LCT members – clear majority in favour. AGM minutes adopted.

**3. Report from Chair and Vice Chair**

LR provided an update on LCT purpose and activities.

SG presented the governance structure of LCT for 2023 – 2024, showing the support functions and subgroups.

**4. Treasurer’s Report and Presentation of Accounts**

SK presented the accounts for year ended 30 June 2023. The main sources of income are grants, donations and Largo Links magazine. The majority of funds held in bank accounts are restricted for specific purposes. The level of unrestricted funds at year end is considered appropriate.

The accounts have been reviewed by an independent person.

LCT members were asked to adopt the accounts adopted by show of hands – clear majority in favour. Accounts adopted.

**5. Retirement of Trustees**

As per the Constitution, six trustees retired at this point in the meeting - Tommy Brown, Carol Duff and Stuart Kerr who were appointed as trustees during the year, and Stan Green, Jan Kerr and Jill Miller who are trustees of LCT and have served the longest since being elected by members.

**6. Election of Trustees**

Nominations for trustees closed at 12.00 noon on Friday 16th November 2023.

There are six candidates: Tommy Brown, Carol Duff, Stuart Kerr, Stan Green, Jan Kerr and Jill Miller.

A short biography of each candidate was included in the AGM information pack sent to members.

Voting was by in person or by proxy. Proxy votes were received prior to the meeting.

LCT members present were asked to vote via show of hands for each of the nominees in turn.

Each of the six nominees were elected as trustees by clear majority of those present. The votes were recorded along with the proxy votes in a spreadsheet. The voting spreadsheet is available for scrutiny upon request to the Secretary.

**7. Retirement of Office Bearers**

The office bearers of LCT retired. Office bearers will be appointed at the next LCT board meeting.

**8. AOB and Close of Meeting**

No other business.

LR thanked members for their attendance and interest in LCT, and trustees and volunteers for all their work on behalf of LCT and subgroups. The AGM closed at 7.30pm.

LR invited attendees to stay for a presentation of the Local Place Plan and workshop on prioritising projects for the Community Action Plan.

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