

**Linlithgow Link**  
**Annual General Meeting Minutes**  
**Held in the Queen Margaret Hall**  
**on Tuesday 23 August 2022**

**Present:** T Kerr, A Scott, V Ainsworth, G Grant, S Grierson, A Jacobs, F McClay, S McKee, C McAuley, D McAuley, S Vizard, I Mulholland, M Fleming, G Bathgate, E Baxter, B Bruce, J Carswell, E Caulfield, P Comman, D Fairgeave, G Grant, R Hay, I Hay, S Hunter, F Hunter, J Henderson, J Kilgallon, C Lesley, J Lodder, J Masson, J Meldrum, G Miller, J McPhee, C Paterson, S Redfern, M Rhode, I Reid, M Robertson, M Rutherford, J Shaw, N Silk, K Silk, J Skinner, A Snedden, E Spence, M Steel, B Ward, M Ward, I Watts, C White,

Apologies: J Aitken, H Allan, P Anderson, V Archer, F Bell, P Brough, Mr Carswell, A Chirside, J Clark, T Conn, H Crawley, V Dillon, J Dixon, G Duncan, M Gardiner, M Grey, B Grierson, I Guesty, M Mason, M Masterton, A Millar, E Morton, C Murray, M McCaig, S McIntyre, E McKenna, J McPherson, M Nisbett, P Orr, Mr Rennie, Mr Rennie, E Scobie, P Scullion, C Storrar, B Stokes, M Swan

## **WELCOME**

Tom Kerr (Chair) welcomed everyone to the Annual General Meeting for 2021 – 2022. He expressed his delight re the good attendance and that some 34 members were unable to attend showing the continued support for Linlithgow Link particularly since this was the first AGM, we were able to hold since 2019, due to Covid.

He continued that the last three years had been difficult for Link in many respects particular as most of our functions were client based and on a one-to-one basis. Use was made of our facilities for the collection and delivery of medicines from Chemists along with some shopping during the lockdown period. Most of our groups have now restarted now restrictions have been lifted. Reports of their current situation will be included later in the proceedings.

A buffet lunch will follow the meeting along with entertainment from Izzie & Elaine.

## **MINUTES OF LAST AGM**

The minutes of the AGM held on 20 August 2019 were approved.

## **ANNUAL REPORT**

A copy of the Annual Report covering the period April 21 – March 22 was issued to all who attended.

## **CHAIR REPORT**

There were some major changes made during Covid affecting our Funding and Accommodation. The grant we receive now comes from West Lothian Council Social Policy Committee. Link also received additional funding during Covid for increased costs relating to Covid (e.g. PPE for drivers and passengers, Covid test kits). These funds came via West Lothian Council and the Scottish Government co-ordinated by the Linlithgow Covid Support Group. Many businesses and organisations also gave donations to help during Covid.

With the closure of St Michael's Hospital, the Link Office moved to the Partnership Centre which offered improved accommodation and storage for our office staff and additional facilities for Meetings.

Tom expressed his appreciation for the additional time and work undertaken by Irene and Marion during the move.

Don McAulay (Secretary) had given notice that he was retiring from the Committee. He had served Link in many positions over the years including Chair, Vice-Chair and finally as Secretary. A presentation by Tom Kerr was made on behalf of Link for his service to the Committee. Don commented that the presentation had been unexpected. He felt that it was time for him to make room for a younger member as he was now of an age when he felt that he was now driving people to Hospital who were considerably younger than him. He had immensely enjoyed his time with Link and will be open to help if required. Tom went on to say the Link are looking for additional committee members, in particular members who would partake Links pressing needs for fund raising.

## **TREASURES REPORT**

Copies of the audited annual accounts along with a written commentary were made available at the meeting.

Allan expressed his thanks to Ann Chirnside the previous Treasurer for her help during his "bedding-in" period. Since his start in August 2019, it has been an eventful time with new staff, new accommodation, and a need to understand payroll and the implementation of on-line banking and of course the impact of Covid.

The 2021-2022 comparison to previous years was largely irrelevant due to the exceptional income and spend relating to Covid and the Modernisation & Improvement Fund.

The overall deficit for 2021/22 after adjusting for the spend relating to Modernisation and Improvement Fund was £7823.

The most significant cost in the last couple of years relates to the new office in the Partnership Centre, which was of course a necessary move. The rent is paid by WLC Social Policy but we are required to pay an annual service charge of around £1,700 to cover utilities, cleaning, maintenance etc.

The committee is aware of the need to resolve the underlying deficit on normal activities which for 2022/23 is expected to be in the region of £9,000. Annual running costs are currently around £24,000.

Fortunately, we have sufficient reserves to sustain the current deficit levels for 2-3 years so hopefully gives time to address the current situation.

There were no questions or clarifications put to the Treasurer.

The Chair commented the Link will take any actions required to maintain Links prominence in the community.

## **RE-ELECTION OF OFFICE BEARERS**

Tom opened the discussion stating that he would be prepared to continue as Chair.

The Management committee after a public vote is as follows:

Chairman:	Tom Kerr	Proposed by Brenda Vallely	Seconded Sam McKee
Vice Chairman:	Sammy McKee	Proposed by Tom Kerr	Seconded Barbara Bruce
Treasurer:	Alan Scott	Proposed by Tom Kerr	Seconded Sheila Grierson
Secretary:	Brenda Valley	Proposed by Tom Kerr	Seconded Barbara Bruce

The other elected committee members were returned unopposed: Alison Jacobs, Vera Ainsworth, Fiona McClay, Sam McKee, S Grierson and Sue Vizard.

## **AOCB**

Sue Vizard and Fiona McClay agreed to start looking at additional funding sources.

There was a request from the Befriending Group for additional volunteer befrienders as Link have received befriending requests over the past few months and it has been necessary to set up a waiting list. Due to the increase in demand, Sammy suggested that a source could be secondary school pupils undertaking the Duke of Edinburgh Award Scheme. It was noted as his proposal merits further investigation.

50/50 Club Draw for October 2022

No 77 - J Skinner

No 39 - Neil Miller

It was suggested that the tickets for the 50/50 Draw should be increased to £20.00 annually. At a vote this suggestion failed as it was felt that if members wished to increase their offering a purchase of 2 or more entries could be made. The committee were also asked to consider payments by Standing order or bank transfer. Irene advised the paperwork had already been updated to include these options. After some debate, the Chair drew the discussion to a close and the meeting accepted that the committee would review the operation and pricing of the draw.

The meeting then adjourned for lunch with light music being played by Izzie and Elaine.