



Minutes of A.G.M

Wednesday 25th September 2024

Present:

Members – Jan Wemyss, Catriona Reading, Jean Muir, Peter Woollven, Jeanette Mclvor

Friends – Allan Porter, Carole Shaw, William Wood

Board – Andrew Burton, Iain Macdonald, Lynsay McGill, Morag Scoular, Harun Rashid, Rev Ann Inglis, Gareth Wilkinson, Matt Purdie, Katie Ferguson

Proxy Forms – Patricia Jones, Jackie Derrick, Eric Proven

Staff – Liz McIntosh, Gillian Smith

Apologies – Alison McCartney, Helen Yeoman, David McGuinness, Beryl Bailey, Lewis Younie, Peter Fitzgerald, Jackie Fitzgerald

Welcome

Andrew Burton welcomed everyone and thanked them for attending.

Director's Report

Andrew went on to give the director's report by firstly giving a massive thanks to Iain Macdonald for stepping in as acting chairman whilst Andrew took some time away.

Angie Siggins stepped down as director this year due to work commitments. Andrew thanked her for all her hard work throughout the years she has been on the board. It was noted that the board will be looking to fill this position.

There are two new directors appointed in the year, former services manager Gareth Wilkinson and Rev Ann Inglis.

QCCC have taken on a new Community Fundraising Officer, Lindsey Devin. Andrew wished her well in her new role.

Katie Ferguson continues as company secretary and Andrew thanked Katie for her work this year.

The focus of the board going forward continues to be the strategy and how is best for QCCC to move forward to continue to deliver the services that they do.

Andrew concluded the directors report by acknowledging that it has been a good year with the team covering the service being back to normal and thanked them for all they do.

Finance Report

Harun gave the finance report. QCCC ended the year with a loss of £6,118 which is reflective of the increasing rates of inflation and costs to the charity. This loss is made up of income of around £340k, expenditure of around £346k. Within the annual report there are pie charts (Page 17) which shows a breakdown of the income and what it costs to fund the service. Sue and Iain have done a great job at bridging the gap this year.

Edinburgh council have extended the current daycare contract and have been told that it will be longer term contracts of 5 years are expected to be granted with a 10% reduction in the funding which will decrease year on year. To help with this reduction, QCCC are working towards being able to offer places for people using Self Directed Support (SDS) or those willing to pay privately.

Harun reassured that we are still in a good position at the moment with the reserves currently held and with the change in funding structure should help with bridging the gap.

Full accounts are available on both Companies House and on our website.

Manager's Report

Liz gave the manager's report.

Liz wanted to highlight the below in the report this year:

1. The windows and garden patio was installed this year for all the daycare members to enjoy. Liz thanked Buist family for connecting QCCC with Barclays Funeral Directors who recommended and supported our application for the grant. Liz also thanked Matt Purdie and his team who also helped with the project.
2. There was a strategy day in November 2023 which had a lot of discussion focusing on future planning. From then, QCCC reach out to Edinburgh Napier University were three Business Management students conducted research around what QCCC could do going forward. Plans are still being discussed around strategy and the future.
3. As discussed in the finance report around SDS payments, Liz brought up that there will be challenges around it including: older people being able to manage the budget given or having someone being able to manage it on their behalf, is people willing to pay private for day opportunities, and QCCC are going to have to market themselves as a business in order actively seek new service users.

Liz concluded the managers' report by thanking the staff, volunteers, and the board for their support as we couldn't do it without them.

A.O.C.B

No A.O.C.B raised

Resolutions

1. To ratify the proceedings and approve the Minutes of the 2023 Annual General Meeting held on 28th September 2023

Proposed – Ian Laing; Seconded – Harun Rashid

2. To receive the Annual Report & Financial Statements for the year ended 31st March 2024

Proposed – Andrew Burton; Seconded – John Ferguson

3. To approve the Accounts for financial year 2023/24

Proposed – Morag Scoular; Seconded - Rev Lynsay McGill

4. Appointment of The A9 partnership as accountants.

Proposed - Andrew Burton; Seconded - Harun Rashid

5. To appoint Gareth Wilkinson as Director

Proposed - Andrew Burton; Seconded – Matt Purdie

6. To re-appoint the following as Directors:
Iain Macdonald, Matt Purdie, Ian Laing

Proposed – Andrew Burton; Seconded – Harun Rashid

7. To appoint the following as Office Bearers:
Andrew Burton as Chairman of the Board of Directors
John Ferguson as Deputy Chairman of the Board of Directors
Dr Alison Macartney as Chair of Services Committee
Harun Rashid as Finance Director

Proposed – Iain Macdonald; Seconded – Ian Laing

8. No A.O.C.B Resolutions to approve.

All resolutions were approved unanimously with no voices or proxy votes of dissent.

Andrew concluded the meeting by thanking everyone for coming.