



# Minutes of

## 2025 Annual General Meeting

### held on Monday 27 January 25 at 7pm

### in Murieston Village Hall

## Minutes of 2025 Annual General Meeting

### Ordinary Members Present

Carol Bartholomew, Ian Brown, Sue Brown, Ian Carmichael, Janey Cringean, Gillian de Felice, Mike Forster, Paula Haddow (Shaw), Katherine Kelly, Graham MacIver, Alex McDonald, Davidson McQuarrie, Margaret Prior, Mark Robbie, John Sharp, Isabel Taggart, Alice Wallace, Sarah Whitty, Andrew Young

### Other attendees

Russell Gordon, Iain MacDonald, Ann McLellan, Peter Robertson, Jacqui Turnbull, Ian Wallace, Callum Whitelaw, Jennifer Young

No Associate Members, Junior Members, proxies or delegates for Members were present.

### Apologies

Chris Dryden, Lawrence Fitzpatrick, David Meldrum, Moira Shemilt, Irene Whitelaw

### Proxy Votes

Two valid proxy votes have been submitted in advance by Billy Sinclair and David Wallace who both appoint the Chairperson as their voting proxy.

### Welcome and Introduction

Dr. Janey Cringean is chairing the meeting as the current Chairperson of the Board of Trustees.

Janey Cringean opened the meeting and welcomed everyone to the 2025 Annual General Meeting of Murieston Community Development Trust.

Janey Cringean introduced the current Trustees who are in attendance this evening.

Member Trustees - Janey Cringean, Gillian de Felice, Davidson McQuarrie, Mark Robbie, John Sharp

Co-Opted Trustee - Paula Shaw

All current Trustees have retired in accordance with the Trust Constitution and have signified that they are willing to stand again for election as Trustees in the forthcoming year.

The Annual General Meeting is quorate as the number of Ordinary Members attending the meeting exceeds the quorum required in the Trust Constitution, being a minimum of 10% of the membership entitled to vote or 11 Ordinary Members in attendance. There are 117 Ordinary Members and 2 Associate Members (non-voting) of the Trust, and 19 Ordinary Members are in attendance at the AGM tonight.

Proxy forms have been received from two Ordinary Members appointing the Chairperson to vote on the resolutions to be presented during the meeting.



## Chairperson's Report

Janey Cringean presented her report as the current Chairperson of the Board of Trustees. In an accompanying PowerPoint presentation, Janey Cringean outlined the work and achievements of the Trust since its inception, and vision for the future.

The Trust, as a community owned charity, aims to make Murieston a better place and to work in partnership with local groups to develop projects and initiatives for the community. The long-term vision is based on a 10 year Community Action Plan, which is based on five themes for improvements - the great outdoors, amenities & services, community cohesion, community resources and health, wellbeing & opportunities. A number of short term goals across the five themes have been addressed to date.

Achievements thus far have included major community projects – information hub website <https://murieston-cdt.org.uk>, café, cinema and the 'Adopt-a-Station' greening. Grant funding totalling £7,400 has been acquired which has enabled the purchase of audio-visual equipment for the Hall, equipment for the community café and film screening licences. The Trust has also co-produced a Local Place Plan for Murieston which will feed into the new West Lothian Local Development Plan 2 which is being prepared to replace the current Plan.

Janey Cringean thanked the Trustees and Volunteers who have assisted at the community café, community cinema and in the 'Adopt a Station' greening project.

Janey Cringean congratulated Murieston Initiative, Murieston Community Garden and Murieston Tennis & Sports Club for their achievements recently.

## Treasurer's Report including Report of Independent Examiner

Paula Shaw presented the report as the current Treasurer.

Copies of the summary of the accounts were shown in the PowerPoint presentation.

The accounting period runs from the inception of the Trust on 31 July 23 to 30 September 24.

Income has been £10,622, comprising :-

£7,400 from grants in the form of funds for restricted use, disbursed by West Lothian Mental Health and Wellbeing Fund (£5,000 for audio-visual equipment and café equipment), West Lothian Development Trust (£2,000 for café hall lets, equipment and engagement) and Generation Arts (£400 for cinema screenings)

£746 from donations

£2,186 from trading income at the community café and community cinema

£290 from other income sources

Expenditure has been £8,811, comprising :-

£7,400 spent in relation to restricted funds for audio-visual equipment (£3,601), community cinema screening (£400), community café equipment (£3,120) and community engagement (£279)

£1,411 spent without funding restrictions on community café consumables (£1,304), fees (£35) and miscellaneous (£72)

Balance at 30 September 24 was £1,811, comprising :-

£0 in relation to restricted funds

£1,744 in relation to unrestricted funds

£67 as petty cash



The accounts have been independently examined and signed off by Ian Wallace in accordance with OSCR rules.

### **Approval of accounts for the period 31 July 23 to 30 September 24**

No questions or issues regarding the accounts were raised.

The resolution to receive and adopt the accounts for the period 31 July 23 to 30 September 24 was carried unanimously.

### **Appointment of Independent Examiner for 2024-25**

A suitably qualified independent examiner will be appointed to examine the accounts for the next accounting period, 1 October 24 to 30 September 25.

The resolution to confirm the appointment of an independent examiner for the next year was carried unanimously.

### **Future Plans for Murieston**

Gillian de Felice continued the PowerPoint presentation, setting out proposed medium and long term plans for Murieston.

A number of general goals cover Murieston Village Hall, community enterprise, community cohesion, environmental, amenities and services, and health, wellbeing & opportunities.

The future of Murieston Village Hall was covered in detail. When West Lothian Council withdraws financial support to community centres in April 26, Murieston Initiative will be taking a two year lease agreement with the Council to allow time to work out longer term plans. The Trust may seek to acquire ownership of the Hall and surrounding land under Community Asset Transfer legislation and, in the longer term, develop a new-build community hub.

Members are encouraged to :-

Become a Trustee of the Board

Volunteer to help with projects and initiatives

Donate or organise a fundraising event

Website: <https://murieston-cdt.org.uk>

Facebook: <https://www.facebook.com/muriestoncommunitydevelopmenttrust>

### **Resolutions**

To further the goals for the future of a community hub in Murieston, three further resolutions were proposed and each was agreed unanimously.

- Murieston Community Development Trust should progress plans for community asset transfer of Murieston Village Hall so long as road access can be resolved
- Murieston Community Development Trust should start fundraising for a future community hub
- Change the Constitution to increase the maximum number of trustees from 12 to 15

### **Election of Trustees for 2024-25**

As required by the Constitution, all current Trustees retired from office at the AGM and are eligible to be re-elected as Trustees at the meeting.

The Constitution provides that up to twelve Member Trustees can be elected from Ordinary Members to serve on the Trust Board for 2024/25.



Twelve valid nominations for election were received before the meeting . No further nominations for election were made at the meeting.

The re-election of each of the six previous Trustees and election of each of the six new nominees to be a Member Trustee of Murieston Community Development Trust was approved unanimously by the meeting.

<b>Nominee</b>	<b>Nominated by</b>	<b>Election of Member Trustee</b>
Janey CRINGEAN	Davidson McQuarrie	Re-Elected
Moira McKee SHEMILT	Janey Cringean	Re-Elected
Davidson McQUARRIE	Janey Cringean	Re-Elected
John SHARP	Janey Cringean	Re-Elected
Mark ROBBIE	Janey Cringean	Re-Elected
Gillian De FELICE	Janey Cringean	Re-Elected
Paula SHAW	Janey Cringean	Elected
David MELDRUM	Janey Cringean	Elected
Kate KELLY	Janey Cringean	Elected
Graham MacIVER	Janey Cringean	Elected
Alex McDONALD	Janey Cringean	Elected
Alice WALLACE	Janey Cringean	Elected

The twelve Member Trustees will form the Trust Board and will meet soon to appoint office-bearers. The Board can also subsequently appoint up to three Co-opted Trustees, providing the resolution to increase the number of Trustees from 12 to 15 is enacted and agreed by OSCR.

### **Any Other Competent Business**

Sue Brown asked when the Trust would consider applying for a community asset transfer of Murieston Village Hall. Jane Cringean suggested this may provisionally be before the two year lease with the Council expires, but would be contingent on a number of factors being fulfilled, such as road access to the Hall being negotiated, the Hall finances being positive and a funding pathway. A break clause for the lease needs to be negotiated to allow flexibility in pursuing an asset transfer.

Ian Brown asked about the constraints of the lease. Janey Cringean confirmed that, after negotiation with the Council, the proposed lease will not cover repairs and will allow flexibility for the management committee in the use of contractors and services.

A discussion followed on proposals for a new-build community hub and funding requirements, options for road access to the hub.

Being no further business, the AGM closed at 8.25pm.

I confirm this is an accurate record of the meeting.

Chairperson of the Annual General Meeting:

Name: Janey Cringean

Signature:



Date:

6/2/25