



Clydesdale Citizens Advice Bureau

MINUTE OF Clydesdale Citizens Advice Bureau AGM 24th of October @ 6.00pm *Held Remotely via Zoom*

1. Present:

• Roy Plenderleith	Director/Chair/Member
• Derrick Jess	Director/Treasurer/Member
• Thomas Kennedy	Director/Member
• Sarah Sinclair	Director/Member
• Jim Softley	Director/Member
• Jamie Burgess	Director/Member
• Yvonne Stevenson	CAS Network Engagement Officer
• Julie Todd	Staff Member
• Caitlyn Mair	Staff Member
• Harry Jamieson	Volunteer/Member
• Morag MacDonald	Hamilton CAB
• Gil Dunn	Volunteer/Member
• Jim Jack	Volunteer/Member
• Vicki Lawrence	Volunteer/Member
• Tara Broadfoot	NHS Community Links Worker
• David Reid	SLC Representative
• Lynn Cunningham	NHS Community Links Project Manager
• Paul Obrien	Accountant
• Richard Lockhart	Councillor
• Elaine Hepburn	Healthy Valleys representative

In Attendance:

• Michelle Mair	Clydesdale CAB Manager
• Morag Fleming	Minute Taker

2. Apologies:

- Maggie Waterton/Member
- Janette Young/Member
- Gail Muir/Staff Member
- Linda Criggie/Member
- Kevin Carty/Community Resident

- Julia Marrs/Councillor

The Chairman welcomed everyone to the meeting.

3. Minutes of the Meeting of 17th October 2022

The minute was adopted as a true record, proposed by Thomas Kennedy and seconded by Sarah Sinclair.

4. Matters arising from the meeting of 17th October 2022

No Matters arising.

5. Presentation of the Annual Reports

R Plenderleith gave his report including a reflection on the work carried out by Donald Gray, the previous Chairman, and thanked him for his contribution over the years to the organisation.

R Plenderleith highlighted the challenges the Bureau is facing on a daily basis, including the impact of The Cost of Living Crisis. R Plenderleith acknowledged the figures provided by Michelle and highlighted the Client Financial Gains, particularly in benefits awards which totalled over £1.45 million pounds for the residents of Clydesdale, and that this is only possible due to the hard work of the volunteers and staff within the Bureau. R Plenderleith also thanked the Board for their support during his time as Chairman and playing an active part within the role. R Plenderleith also advised the Outreach surgeries were enabling the Bureau to support and reach rural areas within the Clydesdale area. He also acknowledged the funding support we receive from our Funders to enable us to provide the service and proves we are value for money.

Derrick Jess presented his report and thanked the Board for their continued support of the last financial year. The accounts are at present in a healthy situation but we need to continue to pursue funding.

R Plenderleith thanked D Jess for his report.

R Plenderleith thanked M Mair for the detailed Annual Report.

6. Appointment to Directors.

The members of the Board of Directors were unanimously appointed as follows:

Roy Plenderleith

Derrick Jess

Jamie Burgess

Catherine McClymont (Cllr)

Jim Jack

Victoria Lawrence
Thomas Kennedy

7. Appointment of Auditors.

MRA were proposed and reappointed as auditors by the members.

8. Presentation from Community Links Lynn Cunningham.

R Plenderleith thanked L Cunningham for her presentation and the working partnership they have with Clydesdale Citizens Advice Bureau.

9. Articles – Special Resolutions

R Plenderleith ran through the following proposals:

A change Article 72 to include only two volunteer worker directors in order to keep the ratio 75% to 25%.

A change to Article 79 to make allowances to allow members that have been on the Board for some time, be restricted to 6 year, with this tenure starting from when the Articles were amended in 2022. To enable this to happen we are happy to have a phased change of Directors. This proposal allows the Bureau to comply with the Articles and have time for a phased change over.

There was a unanimous decision to change the articles by all Members.

Y Stevenson left the meeting at 6.45.

10. Vote of Thanks

S Sinclair wanted to mark her appreciation to Derrick as long-standing Treasurer with the Bureau Finances at heart. Also, to thank Michelle, Julie and Morag for all they do for the Bureau.

11. Close of meeting

R Plenderleith closed the meeting and thanked everyone for attending.