



**Minute of the 16th Annual General
Meeting held on 26th October 2024
in Glasgow**

1. Welcome and Apologies

The Chair of the Board of Trustees, Andrea Tonner, welcomed members to the charity's Annual General Meeting. Andrea acknowledged attendance from all over Scotland and introduced members of the Senior Management Team and other Trustees in attendance. She was pleased to see a number of Life Members in attendance long with a good turnout from families. The Chair hoped that the new format of the AGM had been well received.

The Chair invited the Company Secretary, Michael Cunningham, to present apologies.

Apologies were received from the undernoted:

Aidan McEvoy
Rob Molan
Katrina Leese

The full list of attendees is noted at the end of this minute.

2. Minutes of the 2023 AGM

The minutes of the previous AGM, held on 25 November 2023, having previously been approved by the Board of Trustees, were noted by all present. No questions or comments were raised regarding the previous AGM minutes.

3. Report on the Year by Chair of the Board of Trustees, Andrea Tonner

The Chair presented her report for the year ending 31st March 2024, as set out in the Trustees' Report and Financial Statements for the year ending 31st March 2024.

There is much detail in the full Annual Report and Andrea encouraged members to delve into the Report and digest the many achievements noted. The Chair provided a number of highlights of key points which were of particular significance.

Finance: At 31 March 2024 we had recorded a surplus of £14,000 and this is the fourth consecutive year in which the careful stewardship of our resources has resulted in a financial surplus.

We remain deeply grateful for the support which we receive from the Scottish Government and all our other funders and fundraisers. So much of what we are able to do is dependent on the funds we are able to raise in each individual year. We hope we have been able to demonstrate that the generosity of giving is reciprocated by the quality of our delivery.

The Team: Whether it is our expanded staff team, under the inspirational leadership of Chief Executive Eddie McConnell or our volunteers at Branch level, the success achieved has come from outstanding dedication. We never take that for granted but remain deeply grateful for all the efforts which are made with dedication and professionalism. We should also recognise the important contribution made by my fellow Trustees. Their wisdom and guidance come with good humour and considerable personal commitment. During the course of the year we said farewell to Jamie Blackport and I'd like to thank him for his dedicated service. We will be embarking on a Trustee recruitment drive in early 2025.

We remain the only charity in Scotland that responds to the needs of all individuals with Down's syndrome at all stages in their lives. We see that responsibility as a privilege and one that we will all do our utmost to discharge.

Andrea invited Jo Hughes, Head of Service Development, to present a summary of the charity's activities and impact, over the last 12 months. Jo Hughes highlighted a number of key statistics that highlighted both the growth in demand for support and advice, as well as the increased reach the charity was having in relation to young people and adults with Down's syndrome and our growing influence and engagement with the range of professionals who impact the lives of families and people with Down's syndrome.

4. 2023-24 Trustees' Report and Financial Statements

The Chair invited Michael Cunningham, Finance & Resources Manager, to present the Annual Accounts for the year to 31 March 2024.

Michael confirmed that the accounts to 31st March 2024 have been audited and no audit issues arose. The final position for 2023-24 was an overall increase in funds of £14,349, which was remarkable as we had budgeted for a reduction in funds.

In total, £955k was received as income and expenditure was £941k.

Michael talked through details of income and expenditure and presented slides. The breakdown of income and expenditure can be viewed in the notes to the Financial Statements, in the 2023/24 Trustees' Report.

Acknowledgement was given to the charity's supporters, trusts and foundations, which are listed on page 16 of the Trustees' Report and Financial Statements.

Michael invited questions or comments on the Trustees Report and Financial Statements.

5. Re-election of Directors to the Board of Trustees

The Chair commented on the current composition of the Board which is made up of 8 Trustees. She advised the minimum number of Trustees is 3 and maximum is 12. Trustees are appointed for a three-year term and can be re-appointed on two further occasions giving a max term as a Trustee of nine years.

Andrea confirmed that two of the current Trustees are up for re-election, including herself. She handed over to the Company Secretary, Michael Cunningham, who confirmed that there were two Trustees to be formally re-elected:

Andrea Tonner
Rob Molan

As there were no objections, both Andrea and Rob were re-elected to the Board of Trustees.

6. AOCB

- a) Andrea invited Cher Collins, Life member and member of the DSS staff team, to interview the Chief Executive Eddie McConnell on the work of Down's Syndrome Scotland and its future plans
- b) As Dr Patricia Jackson would be retiring from the DSS Board before the next AGM and following the presentation of a beautiful bouquet of flowers, she took the opportunity to thank everyone for having had the pleasure and privilege of being a Trustee. She was delighted to have seen the success and progress that DSS has made and the enthusiasm and effort of both staff and volunteers. She looked forward to watching its continued success, and in a different capacity, helping in any way she could.
- c) As there was no further business, the Chair declared the 16th Annual General Meeting of Down's Syndrome Scotland closed, thanking everyone for their attendance.

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Members present at the 2024 AGM:

Andrea Tonner
Patricia Jackson
Rob Molan
Jim Batchelor
Andrea Nolan
Amy Dalrymple
Justin Chan
Genevieve Chan
Linda Campbell
Magnus Turpie
Mike Turpie
Ester Strachan
Iseabail Strachan
Mark McDougall
Maya James
Mark Docherty
Hilary Allen
Caroline Forbes
Brian Newman
Christopher Newman
Maureen Newman
Mary Ellen Price
Neil J Price
Theresa Boyle
Morna Lawson
Andi Connon
Natasha Connon
Peter Hughes
Fiona Dawson
James Saunders
Alan Robertson
Rhona Proctor
David Gunn
Andrew Davis
Alan Davis
Fiona Bruce
Edward Creaney
George Hoyle
Spencer Somerville
Caressa Janssen
Jean Ross
Bryan Gibson
Cameron Gibson
Sarah Gibson

Margaret Hastings
Stuart MacIntyre
Fiona Macintyre
Clare Hume
Kevin Bandeen
Sharon Bandeen
Grace Moultrie
Wendy Moultrie
Derek Jenkins
Ann Jenkins

Staff in attendance:

Eddie McConnell
Jo Hughes
Michael Cunningham
Debbie Campbell
Kirsty Lockhart
Karen Philip
Hannah Dobson
Andy Auld
Gaylin Higginson
Cher Collins
Jack Tannock
Ashley Taylor

Agreed as a true record of the meeting.



Signed:

Date: 3 February 2025

Andrea Tonner, Chair of the Board of Trustees