



**Minutes of the 9TH Annual General Meeting of Linlithgow Burgh Trust
Wednesday 26th November 2025 at 7:30pm at the MacKinnon Hall, Linlithgow Bridge**

- 1. Welcome:** Mike Dunning, (Acting LBT Chair) welcomed all present to the 9th Annual General Meeting of the Trust. The agenda had been included in the autumn mini-newsletter posted to all members as well as being displayed on the LBT website.
- 2. In attendance:** Mike Dunning, Chris Long (Acting Secretary), Emily Cassidy (Treasurer), Philip Gorman, Ron Smith, Richard Toleman, Andrew Ramsay, Ian Fowell, Margaret Gunstone, Chris Gunstone, John McGregor, Sally Chambers, Derek Chambers, Anne Thom, Janice McBride and Jean Long
Apologies for Absence: Sheenagh Adams, Myra Lawson, John Mason, Alison Mason, Shirley Smith, Martyn Wade, Barbara Thomson, Bruce Jamieson, Dot Jamieson, David Tait, John & Lyn Aitken, Gordon & Liz Beetham, John Carswell, Valerie Dillon, John Hunter, Hazel Hunter, John & Alison Mason, Brian Murdoch, Shona Reid and Shirley Smith.
- 3. Minutes of the 8th Annual General Meeting:** The minutes of the 8th AGM, held on 14th November 2024, were approved, proposed by Andrew Ramsay and seconded by Janice McBride.
- 4. Annual Report.** The Annual Report had been posted to members and were available on the Trust's website.
- 5. Financial Statements:** Emily Cassidy reported that Linlithgow Burgh Trust, which included Linlithgow Civic Trust and Burgh Beautiful Linlithgow, was in a strong financial position. She presented the Financial Statements for the year to 31st August 2025. The balance at the end of the year stood at £49,811, primarily unrestricted funds. Reserve funds were sufficient to meet at least three months normal operating costs.
- 6. Adoption of the Accounts to 31st August 2025:** The Financial Statements from 1st September 2024 to 31st August 2025 were adopted unanimously; proposed by Mike Dunning and seconded by Ron Smith.
- 7. Appointment of an Independent Examiner for 2025-26:** The meeting agreed that Seonaid Anderson, of Ander Tax, be appointed as Independent Examiner for 2025-26, proposed by Chris Long and seconded by Philip Gorman.
- 8. Election of Charity Trustees:** Under Clause 69 of the Linlithgow Burgh Trust Constitution, a quarter of the trustees who were appointed at an AGM shall stand down. There were currently nine trustees. Under Clause 72, Trustees co-opted by the Board could retire and be eligible for appointment under Clause 65.

Martyn Wade and Mags Wright had resigned and did not wish to be re-elected.

Andrew Ramsay was willing to be appointed as a Trustee and had been nominated by Ron Smith, seconded by Chris Long. The meeting unanimously approved the appointment of Andrew Ramsay as a Trustee.

9. **Election of Officers:**

Chair: As a result of Martyn Wade's resignation for health reasons, the position of Chair was vacant. The Board was given approval to appoint a Chair.

Secretary: Mags Wright had resigned as Secretary and did not wish to be re-appointed. There were no nominations, and the Board sought approval to appoint a Secretary. Chris Long had agreed to be Acting Secretary. This was agreed by the meeting.

Treasurer: Emily Cassidy was willing to be reappointed as Treasurer.

10. **Annual Subscription:** Following discussion, the meeting agreed that no subscription be charged for the Trust's year 2026-27.

11. **Proposed Amalgamation with the Linlithgow Community Magazine SCIO:**
Discussions with the Linlithgow Community Magazine SCIO had continued since the last AGM. The Trustees of Linlithgow Burgh Trust proposed that The Linlithgow Community Magazine SCIO amalgamate with Linlithgow Burgh Trust to form a new Committee of Linlithgow Burgh Trust, subject to the agreement of the members of the Linlithgow Community Magazine SCIO and the Office of the Scottish Charity Regulator (OSCR). This proposal was agreed.

12. **Proposed changes to the Constitution of Linlithgow Burgh Trust:** A number of changes were required to the Linlithgow Burgh Trust Constitution had been posted to every member as well as being available on the Linlithgow Burgh Trust website. The proposed changes were accepted.

13. Signed (Acting) Chair Date: