

BROOKWOOD COMMUNITY TRUST
ANNUAL GENERAL MEETING Minutes

(Inc Chair's Report)

16th December 2025, 7.00pm VIA Video & 18 NORMAN MACLEOD
CRESCENT

1. Sederunt and Apologies

Present

Hazel Burgess
Gordon Cox
Fiona Hudson
George Johnstone
Meg MacFarlane
Paul McLaren
Wendy McLaren
Keith Small

Apologies:

Anne Marie Brewer, George Johnstone, Catriona Padmanabhan, Joanne Robertson, Monica Slaven, Julie Spenceley,

There are 7 members present and 1 member present via WhatsApp Video). Wendy McLaren has been appointed proxy by each of Julie Spenceley, Catriona Padmanabhan and Monica Slaven to act on and vote on their behalf. George Johnstone has been appointed proxy by Joanne Robertson to vote and read out Chair's Report on her behalf. Accordingly, a Quorum of Members are present and this Annual General Meeting may proceed.

2. Previous Minutes

Minutes of the previous meeting dated 24th November 2024 (held in person and via ZOOM) were circulated and approved.

Gordon Cox proposed approval, Fiona Hudson seconded.

3. Chairperson's Report

Spoken on behalf of Joanne Robertson by Wendy McLaren as JR's proxy for the meeting.

BCT has signed lease with East Dunbartonshire Council and in turn has signed a sub lease with and Maxholm Nursery ("Maxholm").

It was reported last year that we have yet to have returned a completed copy of the lease by EDC despite repeated requests. BCT notes, as currently drafted, EDC cannot unreasonably withhold consent to any assignment of the lease.

EDC did provide a copy of the lease for BCT to sign however the lease had been unilaterally altered to the detriment of BCT in that EDC sought to impose a £10,000 excess free which BCT would be responsible for under and in terms of the Buildings Insurance Policy.

Thanks to the efforts of BCT (in particular George and Keith) and under the instructions of BCT's lawyers (Claire Crawford, who had omitted in the first instance to spot this error) EDC have now agreed that this was in fact an error and that BCT is not responsible for any excess under and in terms of the building's insurance policy (which EDC is fiscally and administratively responsible for).

At this time that this came to light BCT and Maxholme met together 27th May 2024 at Brookwood in order to discuss these matters.

The meeting was initially somewhat fractious however it was explained that BCT does not actually function at this point in time other than to facilitate the sub lease to Maxholme for the purposes of their let.

At this point we asked Maxholme to consider taking over the function of BCT by essentially becoming Trustees of BCT or alternatively seeking the lease to be assigned to Maxholme. So far this has not been taken forward by Maxholme and those here tonight will discuss a way forward (agenda item 7).

4. Trustees

For the record, the Trustee of Brookwood Community Trust are:-

Joanne Robertson (Chair)

Keith Small

Fiona Hudson

BCT is currently trying to secure the Maxholme committee members as future Trustees for BCT.

5. Fixing of Annual Subscriptions

As per the Constitution, the annual subscription for membership is £0.00

6. Consideration of Accounts and Treasurer's Report.

As of today's date, BCT has yet been able to open a bank account despite its best efforts. It is noted that this problem is endemic throughout the charitable sector and has been much reported on in the press.

BCT financial return is £0.00 Income £0.00, Expenses £0.00 (as BCT doesn't have a bank account, W McLaren has paid, by way of a donation, the annual premium (£100.00) for Trustee Insurance via Zurich Insurance.

The AGM notes lack of availability of suitable insurance together with protracted difficulties of securing a bank account are making it increasingly difficult for BCT to operate.

7. Discussion re the Assignment of Lease to Maxholme Nursery.

BCT has reached out to Maxholme Nursery, in person (at a meeting in May 2025), by email and by WhatsApp in November 2025 asking MN to nominate parent members who might be interested in acting as Trustees for BCT.

So far we have had no response from Maxholme. This is deemed unreasonable by BCT as currently BCT only exist in order for Maxholme to operate.

Given the commercial difficulties of securing a bank account, future difficulties in securing suitable Trustee Insurance and the prescriptive regulators rules prohibiting use of the BCT (and therefore generation of income for the BCT) afterschool and holidays clubs the AGM through open for discussion the idea, in principle, of assigning its lease with EDC to Maxholme. In addition to the reasons outlined above this would seem sensible

- Maxholme, under and in terms of their sub lease with BCT already are fiscally responsible for any costs associated with the building; and

- Maxholme would be in a better position to secure funding if they were the principal lease holder.

It was discussed whether or not it was in our gift to pass the lease on. The committee believes that it can by way of assignment as EDC cannot unreasonably without its consent.

It was agreed that BCT would approach Maxholme in the first instance and find out if there were amenable to this suggestion. If Maxholme are so amenable, then we would approach EDC (via local councilors first).

In the event that Maxholme are not amenable to this proposition then there was a discussion as to whether or not BCT set out the Maxholme that they would have no other alternative but to serve notice to Maxholme and to EDC respectively and terminate both the Lease and the Sub Lease.

This is clearly not something that BCT wishes to do however there has been difficulty in securing new Trustees and a bank account.

Coupled with the fact that there are constraints on how Brookwood Villa can be used (please see previous AGM minutes re Toilets) unless Maxholme Agree to either take over trusteeship of BCT or agree to lease be assigned to them it is likely this is the only option.

It was agreed BCT would hold an AGM in May 2026 to discuss this issue further having written out to each member of BCT in order to seek all views.

8. Any Other Business

There being no other business subject to the date of the next AGM and any other meeting being held the meeting was adjourned.

9. Date of Next Meeting

The next AGM will be May 2026



Signed on behalf of Joanne Robertson by Wendy McLaren
Chair Brookwood Community Trust