**Minutes of the Annual General Meeting of Avenue Services (NW) Limited held at the Parade Enterprise Centre on 23 November 2023.**

**Present**

Sarah Orme, representing the Member Sanctuary Housing Association

Cllr. Carol Gahan, representing the Member Cheshire West and Chester Council

**In attendance**

William Hogg, Chairman and Director

Colleen Eccles, Director

Gordon Cairns, Director

Alan Smith, Director

Margaret Parker, Director

Nigel Pell-Ilderton, Director

Sheila Little, Director

Paul Knight, Head of Avenue Services

Claire Matthews, Cheshire West and Chester Council, Senior Service Business Manager - Shareholder and Traded Services

Helen Kelly, Avenue Services, Team Secretary

**01/11/23 APOLOGIES FOR ABSENCE AND APPOINTMENT OF CHAIRMAN**With representation from Sanctuary Housing Association (the Association) and Cheshire West and Chester Council (the Council) there were no apologies.

William Hogg was elected as Chairman of the meeting. The Chairman declared that the meeting had been duly convened and that a quorum was present for the purposes of the business to be considered and, if thought fit, resolutions be passed at the meeting.

**02/11/23 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 8 DECEMBER 2022**

The minutes of the Annual General Meeting held on 8 December 2022 were agreed as a correct record and arrangements were made for them to be signed by the Chairman via DocuSign.

**03/11/23 ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

Members received the audited Annual Report and Financial Statements for the year ended 31 March 2023.

**0411/23 APPOINTMENT AND REMUNERATION OF AUDITORS**Members resolved that:

* 1. KPMG LLP be appointed as auditors of Avenue Services (NW) Limited for the coming year; and
  2. The directors be authorised to agree the auditors’ remuneration.

**05/11/23 BOARD OF DIRECTORS**

Members noted the Board composition and the re-appointment of Sheila Little and William Hogg as Council and Association Directors respectively.

With regards to the Community Director position, at the Board meeting on 23 November 2023, Nigel Pell-Ilderton was to be proposed for re-appointment for two years.

**06/11/23 ANY OTHER BUSINESS**

Cllr Carol Gahan expressed her thanks to the Avenue Services team for covering operational business in Paul Knight’s absence. She commented that Avenue Services continue to play a pivotal role in the Blacon community and that the enormous social value achieved should be included in the year end accounts.

*The Board requested that a social value assessment for Avenue Services community investment projects and Blacon Adventure Playground be carried out to formally identify and record the social value.*

There being no further business the Chairman declared the meeting closed.