

Forth Estuary Forum

Minutes of the **Annual General Meeting** of the Company held at The Queensferry Hotel, St. Margaret's Head, North Queensferry KY11 1HP on **Thursday 17th November 2016**.

Company Number SC 175839

Present:

Ruth Briggs (Forum Chair)

Christopher Cutts (Secretary)

All Directors, and a number of Management Group and Forum members.

Apologies:

Adrian Bell

In the absence of Adrian Bell (Solicitor, Morton Fraser), Ruth Briggs was nominated by a director to take the Chair of the meeting and confirmed that it was quorate.

The Chair put to the meeting that the Minutes for the Annual General Meeting held on 19th November 2015 were an accurate record. The resolution was passed.

1. Accounts and Reports

Ruth Briggs gave a brief summary of the Reports of the Directors and Accountants, highlighting some of the activities in 2015-16: the Forum held a well attended topic meeting on dredging in Dunfermline in July 2015; there were two members events at Longannet Power Station (September 2015) and at the National Museums Scotland Collections Centre (February 2016); one beach clean was carried out on Inchkeith Island; the new website continues to be developed, 'Forthsight and e-bulletins continue to be regularly produced, our twitter presence is increasing and the Forum is looking into setting up a Facebook account; the Forum continues to contribute to developing national and regional marine planning strategy through Marine Scotland and the Scottish Coastal Forum, and by contributing governance suggestions for the presumptive SE Scotland marine region.

The accounts show a slight increase in income and decrease in expenditure with a surplus of £6k, higher than the previous year. There was a change in staff during 2015/16, with Frances Edwards leaving the post of Forum Manager and Chris Cutts returning to the post.

Ruth noted her thanks to Forum members continuing to subscribe to the Forum while acknowledging the financial constraints that make it hard for Local Authorities to continue their support. Ruth was grateful to the commitment of the Directors, thanked the organisations which make up the management group, and formally recognised the efforts of Forum staff in carrying out the Forum's work plan.

The Chair put to the meeting that the Accounts for the year ended 31 March 2016 and the Reports of the Directors and Accountants thereon be received. The resolution was passed.

2. Re-election and election of Directors and Office Bearers

The Chair put to the meeting resolutions that Ian Howarth and Iain Rennick be re-elected as Directors, and that Ian Angus be elected as a new Director. The resolutions were passed.

The Chair also put to the meeting a resolution that Christopher Cutts be elected as secretary. The resolution was passed.

3. Re-appointment of Accountants

The Chair put to the meeting resolutions that Paterson Boyd & Co, Chartered Accountants, 18 North Street, Glenrothes KY7 5NA should be re-appointed as the Forum's accountants, and that authority should be given to the Directors to fix their remuneration. The resolutions were passed.

4. The Election of the Management Committee

The Chair put to the meeting resolutions that Derek McGlashan (Forth Ports), and Julie Dewar (City of Edinburgh Council) should be re-elected onto the Management Group of the Company, and that Craig Yorkston (Scottish Power) should be elected onto the Management Group. The resolutions were passed.

5. Any Other Business

Ruth acknowledged the contribution of many years of service as a Forum Director by Hugh Henderson, who is retiring from this role. The Forum thanked Hugh with a gift presentation and wished him well for the future.

6. There being no other business the meeting was concluded.