

## Forth Estuary Forum

Minutes of the **Annual General Meeting** of the Company held at The Inchyra Grange Hotel, Grange Road, Falkirk FK2 0YB on **Thursday 19<sup>th</sup> November 2015**.

Company Number SC 175839

Present:

Ruth Briggs (Forum Chair)

Christopher Cutts (Secretary)

A number of other Directors, Management Group and Forum members.

Apologies:

Adrian Bell

Hugh Henderson

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 6th November 2014 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 achievements in 2014-15: a new Forum website was launched in July and a report on potential Marine Planning Partnership governance for the Forth was prepared.

Membership rose by 20 % with an 8 % increase in membership income; Ruth stressed the importance to the AGM of groups and individuals retaining membership. Income and expenditure was broadly similar to last year, with the caveat that income was slightly down and expenditure slightly increased. Ruth warned that income is threatened, and that the Forum is working to maintain membership income and to maintain the reserve fund.

Ruth was grateful to the commitment of the six Directors and thanked the ten organisations which make up the management group. Ruth noted that Frances Edwards left the manager post in September 2015 which was filled by Christopher Cutts in November, and that Sharon Waugh had been in place as Forum administrator for nine months.

The Chair put to the meeting that the Accounts for the year ended 31 March 2015 and the Reports of the Directors and Accountants thereon be received. The resolution was passed.

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

2.1 The Chair put to the meeting resolutions that Ian Howarth be re-elected as a Director. 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 David Anderson (RSPB), and Johanna Willi (Fife Coast and Countryside Trust) should be re-elected onto the Management Group of the Company. The resolutions were passed.

5. Any Other Business

Ruth Briggs stated that the Board recommended maintaining subscription rates at their current levels in order to encourage wider membership.

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

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