

Forth Estuary Forum

Minutes of the **Annual General Meeting** of the Company held at The Wilfred Room, Craiglockhart Campus, Napier University, Glenlockhart Road, Edinburgh EH1 1DJ on **Thursday 6^h November 2014**.

Company Number SC 175839

Present:

Ruth Briggs (Forum Chair)

Frances Edwards (Secretary)

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

Apologies:

David Anderson

Paul Bancks

Ian Howarth

Johanna Willi

Adrian Bell, Solicitor, Morton Fraser took 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 28th November 2013 were an accurate record. The resolution was passed. Ruth Briggs thanked Iain Rennick for acting as Secretary for that meeting and preparing the minutes.

1. Accounts and Reports

Ruth Briggs gave a brief summary of the Reports of the Directors and Accountants, highlighting some of the achievements in 2013-14. She thanked the members of the Management Group for their participation and noted the arrival of Frances Edwards as the new Manager of the Forum in January. She also thanked Sam Roger as Administrator, for her continued good work, especially during the period when the Manager post was vacant. Ruth Briggs stated that the two month gap without a Manager significantly reduced staff costs and so was a major factor in the increased end-of-year surplus of £6,500. It would not be as great in the current year.

In response to a question from the floor which praised the introduction of the eNews Bulletin, Frances Edwards confirmed that it was sent to the Forum's wider mailing list of 500.

The Chair put to the meeting that the Accounts for the year ended 31 March 2014 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 Ruth Briggs and Derek McGlashan be re-elected as Directors, and that Ruth Briggs be re-elected as Company chairperson. The resolutions were passed.

2.2 The Chair put to the meeting a resolution that Tom Brock OBE be elected as Director. The resolution was passed.

2.3 The Chair put to the meeting a resolution that Frances Edwards be elected as Secretary and Treasurer of the Company. 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 Paul Bancks (The Crown Estate), Richard Broadley (Falkirk Council) and Graham Russell (RYA Scotland) should be re-elected onto the Management Group of the Company. The resolutions were passed.

The Chair put to the meeting a resolution that Richard Christie (Scottish Power) should be elected onto the Management Group of the Company. The resolution was 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.

Ruth Briggs welcomed Tom Brock to the Board and stated that there was space for, one or two, further Board members to join, especially as some had indicated their wish to stand down in the future. The Board had drawn up a list of criteria for future Board members and were interested in attracting future Directors, especially those with experience in financial management and funding.

Adrian Bell thanked, on behalf of the members, the Board for their work.
Ruth Briggs gave thanks to Adrian Bell for chairing the AGM.

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