

CANTERBURY OAST TRUST

Minutes of the 35th Annual General Meeting Held on Saturday 17th October 2020 at 11.00am via video conference

Present:	Russell Walters	-	Chair, Trustee
	Trevor Pearce	-	Vice-Chair, Trustee
	Chris Showell	-	Trustee (Lead Trustee – Finance and HR)
	Jane Abbott	-	Trustee (Lead Trustee – Care)
	Peter Pearson Wood	-	Trustee
	Michaela Tweedley	-	Trustee
	Ken Hesketh	-	Trustee
	Ruairidh Roberts	-	Trustee
	Karen Blackiston	-	Trustee and Company Secretary
In Attendance:	Joanne Creighton	-	Chief Executive
Members present:	None. Closed meeting in line with terms of the Corporate Insolvency and Governance Act 2020, Schedule 14		

1. CHAIR'S OPENING REMARKS

The Chair, Russell Walters, opened the meeting by welcoming everyone. He explained that it was hugely disappointing to have to hold the AGM electronically as a closed meeting, but confirmed that the decision came after careful consideration of the health and logistical challenges of involving members, either in person or online. KB confirmed, for the record, that the closed meeting was being held under the terms permitted by the Corporate Insolvency and Governance Act 2020 Act, Schedule 14, which provides for a period of relaxation of the normal AGM rules until 30th December 2020, in light of the ongoing pandemic risk.

The Chair took the opportunity to offer an official vote of thanks to Robert Perkins and Martin Lovegrove for their time on the Board, following their resignations earlier in the year.

The Chair advised all present that Robin Apps – former Trustee and Chair of the Finance Committee – had been recognised in the recent Honours List with an MBE. Robin had been the Trust's bank manager at time of insolvency and had played a key role in enabling the charity to continue its operations by having the debt written-off. He was subsequently invited to join the Board as a Trustee and served from 1998 - 2016.

Following the invitation for members to submit questions in advance of the meeting, the Chair advised that two members had chosen to do so. An amalgamated response would be sent to all Members in due course.

2. APOLOGIES FOR ABSENCE

The Company Secretary, Karen Blackiston, confirmed that no apologies had been sought or received due to the closed nature of the meeting.

3. LIST OF PROXIES

The Company Secretary confirmed that 54 proxy votes had been received. The list of proxies is available for inspection.

The Chair felt this was a pleasing level of response under the circumstances.

4. APPROVAL OF THE MINUTES OF THE 34th ANNUAL GENERAL MEETING HELD ON SATURDAY 12th OCTOBER 2019

The Chair referred to the Member query about the re-election of previously serving Trustees, which had been made at the meeting. TP felt this had been adequately addressed, both at the meeting itself and in correspondence following the meeting.

RW proposed acceptance of the Minutes of the 34th Annual General Meeting. CS seconded. The Company Secretary confirmed that 54 proxy votes had been received in favour of accepting the minutes. The minutes of the last meeting were accepted as a true record.

5. MATTERS ARISING

No other matters arising

6. ELECTION OF TRUSTEE DIRECTORS

The Chair explained that this year there were 3 nominees for 4 Trustee vacancies. These were:

Michaela Tweedley
Peter Pearson-Wood
Sophy Hazevoet

Biographies of each of the candidates had been previously distributed to Members. As there were fewer candidates than vacancies the nominated individuals were automatically appointed but for the record the Company Secretary confirmed that there had been no dissenting votes.

All three nominees were welcomed on to the Board – PPW for his third term, MT for her second term and SP for her first term.

7. CHAIR'S REPORT

The Chair asked for questions relating to the Chair's report (in addition to those already submitted by the Membership). No questions received.

8. CHIEF EXECUTIVE'S REPORT

The Chair asked for questions relating to the Chief Executive's report (in addition to those already submitted by the Membership). No questions received.

9. LEAD TRUSTEE – FINANCE REPORT

The Chair asked for questions relating to the Lead Finance Trustee's report (in addition to those already submitted by the Membership). No questions received.

10. TO RECEIVE AUDITED ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

The Chair sought approval to receive the Annual Report and Financial Statements for the year ended 31 March 2020.

KB proposed receiving the Annual Report and Financial Statements. RW seconded. The Company Secretary confirmed that 54 proxy votes had been received in favour.

The Annual Report and Financial Statements for the Year Ended 31 March 2020 were noted as received.

11. APPOINTMENT OF AUDITOR

The Chair asked that RSM UK Ltd be re-appointed as Auditors for a further year. CS proposed that RSM UK Ltd be re-appointed as Auditors for a further year. KB seconded.

The Company Secretary confirmed that 54 proxy votes had been received in favour of reappointment.

RSM UK Ltd were re-appointed.

12. ANY OTHER BUSINESS

No other business.

The Chair declared the meeting closed.

DATE OF NEXT MEETING – Saturday 16th October 2021