



Castlefield Forum AGM 2020

Minutes of a meeting held at
19.00 Wednesday 19th February 2020
The Gallery Bar and Balcony, Dukes 92

Attendees

Carol Middleton	Keith Bousfield
Calum McGowan	Ann Webb
James Bowers	Cllr Joan Davies
Ian McIlveen	Sandy Brown
Giles Grover	Ken Brown
Lou Pullan	Jessica Howarth
B Hunter	Ian Scotland
Debbie Hubbard	John Bridges
Beth Hopper	Victoria Jordan
Sarah Foskett	Robert Arnott
Kevin Fostkett	Mike Duddy
Mayur Panchal	Xi Wang
Ruth Bradbury	Keith Bunt
Kelly Burton	Cllr Marcus Johns
Stephen Broadhead	Carol Standfield
Hanna Barry	Cllr William Jeavons
Shelley Lanchbury	Steven Lindsay
Ian Hay	Serpil Lindsay
Catherine Hay	Andy Barclay
Sarah Bousfield	

39 Attendees

Post Meeting Comment: The AGM was quorate by having a minimum of 15 members and 4 trustees in attendance.

Welcome, introductions and Apologies

19.15 Calum McGowan – Forum Vice Chair, opened the AGM thanking everyone for attending.

Apologies were received from:

Tom Dixon
Jeremy Shine
Tom Brothwell
Andrew Morland
Damian Steele
Tina Mullen
Kirk Davies

Calum asked the current Forum Trustees to raise their hands, these were:

Calum McGowan
Beth Rose Hooper
B Hunter
Debbie Hubbard
Giles Grover
Lou Pullan
James Bowers

Ordinary Business:

Resolution No. 1: Presentation of Trustees Report

19.20 Carol Middleton – Forum Chair in the previous year, spoke to the room about the Trustee's Annual Report for 2019 that had been circulated to members by email, and was also available for view in hard copy at the meeting.

She covered the highlights from the previous year which included becoming incorporated as a Charitable Organisation in 2019 and the main action groups:

- Events, Marketing, Media and Signage
- Roman Gardens
- Gardening and Environment
- Spirit of Place

Carol also talked about the Queens Award for Voluntary Service which the forum was awarded, as well as our link up with the Britannia Basin Community Forum.

A special mention was made regarding Ian Christie, who was an inaugural member and long-time secretary of the Forum, who sadly passed last year.

Carol ended by thanking everyone who contributed to the ongoing success of the forum.

Resolution No 1: Presentation of Treasurers Report for year ended April 8th 2019.

As a continuation to the above, Giles Grover – Forum Treasurer, spoke about the audited accounts for the year ending April 8th 2019. Giles noted the information in the Treasurer's Report, specifically around the longer period under review given the change in status of the Forum on 9th April 2019, and that the accounting procedures were to be updated to reflect this change in structure.

Giles explained that the Accounts had been formally reviewed by Dan Coles FCCA and a copy was included in the Trustees Annual Report as above.

Giles asked the room if there were any questions regarding the financial report circulated – there were none.

Post meeting comments: During the voting process for the trustee election process, members were asked to Vote on: 'Resolution No. 1: To receive the report of the Company Directors (Trustees) and the company's Audited Financial statements'. The Resolution was passed by majority vote as follows

*39 votes For
0 Votes Against
3 Votes Abstained*

There were four proxy votes.

An electronic copy of the Trustees Annual Report and Financial Statement is available on <http://www.ourcastlefield.co.uk>

Resolution No. 2: Retirement of Trustees by rotation.

19.25 James Bowers – Forum Secretary, explained to the room that as part of our constitutional requirements, 1/3rd of trustees must retire at each AGM. With 9 trustees, 3 were asked to resign by rotation. These were:

- Carol Middleton
- Ian McIlveen
- Roy Jackson

James explained that Roy Jackson was retiring due to ill health and would not be re-standing for election at this time. He thanked Roy for his contributions to the forum.

Resolution No. 2: Outcome of Election Process for Trustees.

James continued that two retired trustees would be re-standing for election:

- Carol Middleton (2.1)
- Ian McIlveen (2.2)

Which members were asked to vote on using the voting forms.

James announced that the outcome of the vote was that both Carol and Ian had been re-elected by majority vote.

James finished by saying that the Forum was able to have up to 15 Trustees at any one time, and anyone interested in becoming a trustee to please come forward.

Post meeting comments: During the voting process for the trustee election process, members were asked to Vote on: 'Resolution No. 2: to re-appoint as Trustees of the charity, 2.1 Carol Middleton, and 2.2 Ian McIlveen'. The passed votes were as follows:

<i>2.1 Carol Middleton:</i>	<i>2.2 Ian McIlveen:</i>
<i>40 votes For</i>	<i>42 votes For</i>
<i>0 Votes Against</i>	<i>0 Votes Against</i>
<i>2 Votes Abstained</i>	<i>0 votes abstained</i>

There were four proxy votes for each.

Closing Remarks

19.30 Calum closed the meeting by thanking all members for their attendance and hoping for more success and community collaboration over the coming year.

Meeting Close

19:30