

42nd ANNUAL GENERAL MEETING of the Cotswold Canals Trust

**Saturday 7th October 2017
Ebley Mill, Ebley**

1. Welcome & Apologies for absence

The meeting opened at 10.30am and 68 members attended.

The Chair Jim White welcomed everyone. The following apologies for absence have been received: John Allan, Pat Swift, David Bartrop and Alan Beard. Jim White introduced the top table including Chris Lambert as the new Treasurer and Shelley Anderson as the new Company Secretary, taking over from Jack Telling.

2. To receive and approve the Minutes of the 41st Annual General Meeting held on Saturday 8th October 2016.

The Chairman asked if there were any amendments to the minutes. There were none.

Then the minutes of the 41st Annual General Meeting were accepted by those attending the meeting as being an accurate and correct record.

Proposed: Bob Ambury

Seconded: Theo Stenning

All in favour

No matters arising.

These were signed by the Chair accordingly.

3. To receive the Report of the Council of Management of the Cotswold Canals Trust for the year ended 31st March 2017

Shelley Anderson thanked the Chair and then handed over to Jack Telling (JT) to discuss the Annual Report as printed in the blue booklet. Jack Telling emphasised that this report is up to 31st March 2017 but that it is permissible to include important items after this date, for example the latest Phase 1B news. JT highlighted how active the Trust is and that there is a huge amount to include in the report. No questions or comments raised.

The Annual Report was received and accepted.

Proposed: Martin Gray

Seconded: Val Kirby

All in favour

4. **To receive the Accounts and Auditor's Report for the year ended 31st March 2017**

Chris Lambert (CL) introduced himself and referred everyone to his PowerPoint presentation, and the accounts in the blue booklet. He reminded everyone that these refer to activities up to 31st March 2017.

CL outlined the responsibilities of the Trust, and the Auditors Little and Co, in preparing the accounts. He thanked the office staff for their contribution to the Trust and mentioned the current job vacancy.

CL gave an overview of income and expenditure, explaining that income stood at £329k (£166k down) and expenditure was £278k (£42k down). Balances stood at £583k (£51k up). A detailed breakdown of these figures followed in the presentation. A cash reserve of £40k has been set aside.

CL reminded the AGM that the Auditor's Report provided a high-level check and was a detailed examination of the Trust accounts.

Questions:

Martin Gray – why are volunteer hours not included in the yearly accounts?

CL agreed that this is a valid suggestion and that the HLF method of recording 'value' of volunteer hours could be used. JT and John Newton (JN) concurred and emphasised the enormous contribution made by volunteers.

Anna Watts – would like to know the income made by the trip boats?

JN replied that income from the Trip Boats stands at approximately £4.5 - £5k profit.

Malcolm Leeding – the size of the font in the booklets is very small and difficult to read. Could it be enlarged?

CL agreed that the booklets are small but observed that the accounts could be printed off the website in A4 format.

Nigel Cross – wished to acknowledge the hard work done on the accounts and that the Treasurer's report was excellent.

There being no further questions, the meeting was asked to Receive the accounts for the year ended 31st March 2017:

Proposed: Malcolm Leeding

Seconded: Bob Ambury

All in favour

5. **To appoint Auditors for the year 2017/18 and to authorise Council to agree the remuneration**

Chris Lambert confirmed that CCT are happy to continue with the services provided by Little & Co.

Proposed: Chris Lambert

Seconded: John Newton

All in favour

6. To elect Members of the Council of Management of The Cotswold Canals Trust

i) Members retiring by rotation in accordance with Article 42 of the Articles of Association:

Steve Pickover and Jim White. Their pen portraits have been posted on the website and on the table by the entrance.

Steve Pickover and Jim White are both willing to stand again

Proposed: John Newton

Seconded: Shelley Anderson

All in favour

ii) Co-opted Candidates seeking election in accordance with Article 38 of the Articles of Association. Their pen portraits have been posted on the website and on the table by the entrance:

Shelley Anderson, Bob Ambury, Peter Best and Chris Lambert

Proposed: Jim White

Seconded: Nigel Cross

All in favour

iii) Nominated Candidates seeking election to Trust Council in accordance with Article 45 of the Articles of Association: **None**

7. Chair's Address

Jim White began his address by reflecting on previous minutes. He outlined Trust Council's commitment to good governance with relation to the Charity Select Committee Report. It was decided that CCT would maintain the same structure with Trust Council and team leaders – it has served the Trust well and allows for 'hands on' work with volunteers.

The Chair went on to thank all the CCT members and emphasized that we are not 'Friends' of CCT. Membership is important. Our 7,500 members are tremendously loyal.

Thanks also to all our partners – SDC, STC, Parish Councils, SVCC, Company of Proprietors, IWA, CRT, Archive Society, WRGs, GCC, GWT and CCPB. The support we get is exceptional and we are very grateful for this.

Jim White also thanked all those who were part of the many activities of the CCT. The work of the Trading Company, the visitor centres, the Trip boats – all these rely on the amazing work of volunteers. The Trading Company Directors also contribute so much. Thanks to all!

Thank you also to all Trust Council members who are currently serving and about to stand down. Mike Hynd will be standing down due to ill health. Jack Telling who has served on Council for 19 years – which includes 12 years as Treasurer, 4 years as Company Secretary and one year as Chair – will also be standing down as he has moved to Oxfordshire. Dr Val Kirby (currently Vice Chair) will be standing down but will continue to be Convener of the HLF bid. And a warm welcome to our new Trust Council Members – Chris Lambert, Bob Ambury, Shelley Anderson and Peter Best.

Jim White went on to thank the three Trust Administrators and to express the regret that Justine will be leaving her role at the end of October to take up a new job.

A special thank you to Ken Burgin, CEO. Ken has been a member of the Trust for 41 years and his knowledge (and memory) and effort is terrific.

Jim White also thanked John Newton, Vice Chair, who has been a massive support and done a great job reorganizing the Trust reporting structure. Thanks also to Chris Lambert for his work on ExCo and as Treasurer.

Thank you to the two depots, the Summit Team, the Book Shop, the three Visitor Centres, the Promotions and Publicity Team, the Fundraising Team and all Project Teams.

Jim White emphasised that 'history was in the making' with Phase 1A and the imminent navigability from the Ocean to Bowbridge. The last vessel to sail this stretch was probably in 1934 and the HLF inspection this month will be making history. Great to see the award for Ham Mill lock from CPRE. There are many challenges ahead but Ebley is a great example of what can be achieved.

8. Any Other Business & Close

Anna Watts requested more volunteers for the Book Shop and a new van for Western Depot.

JW thanked all volunteers who signed up to help with the HLF trip and especially thanked Clive and Jill Field for their immense contribution to the Trust.

Ian Jackson asked about accommodation for volunteers coming a long way. Also asked about the status of the Eastern and Westerns Depot leases. Ken Burgin updated on this.

Jim White then thanked everyone for coming and handed over to Val Kirby for the Phase 1B Update.

Val then handed over to Ken Burgin for the CEO's Report.

The meeting closed at 12.45pm.