

LANCASHIRE WILDLIFE TRUST LTD
Registered Charity No 229325 Company No 731548
ANNUAL GENERAL MEETING MINUTES

1:30pm SATURDAY 5th OCTOBER 2019

Harrington Building, UCLAN, Preston



Lancashire,
Manchester &
N Merseyside

Present: C Davies (President), S Garland (Chair), A Selby (CEO) and Members, Staff & Volunteers of the LWT.

Welcome: The President of the Lancashire Wildlife Trust, Mr C Davies, welcomed everyone to the Trust's AGM for 2019. It was noted that a proxy vote had been received from Trust member: Patricia Salkeld.

1. **Apologies for Absence:** J Drury, J Dwek, R Duggan, H Ryan, R Thomas, C Elphick & S Niven.
2. **Approval of the AGM Minutes Held on Saturday October 6th 2018**

Proposed by Derek Hardacre, seconded by Philip James.

Agreed: The minutes of the AGM held on Saturday October 6th 2018 were approved as a correct record

3. **Matters Arising Minutes:** No matters arising
4. **General AGM Business**
 - a. **Presentation of the Accounts for 2018/2019**

A Selby gave apologies from the Treasurer and in his absence provided a summary of the 2018/19 accounts, noting that it had been a busy time in finance with the introduction of a new system, yet despite this the total income had increased by £800k from £5.3m to £6.1m, unrestricted funds had increased with a surplus of £29k which was excellent as the Trust can spend this wherever it is needed. A loan repayment relating to Brockholes of £50k was made in April 2018, £75k will be repaid in the current financial year (April 2019) with £100k due to be paid in April 2020. Cash balance has increased £680k to £1.7m mainly due to landfill tax cash allocated to restricted projects. Unrestricted funds decreased from £653k to £556k mainly due to investments in fixed assets such as the finance system, CRM (a new database system) and parking machines. A Selby noted that the Trustees keep a close watch on our reserve cover level and the Trust tries to keep a balance as directed by the Charities Commission.

The accounts were given a clean audit by Moore & Smalley and no significant matters were raised. They had been approved by Council to be brought to the AGM for approval.

Approval of the accounts 2018/19 was proposed by Noell Leather and seconded by Deborah Shackleton.

Signed: _____

Date:

It was noted that copies of the accounts were available on the Trust website and can also be obtained from the Lancashire Wildlife Trust office at The Barn. A copy of the accounts will also be sent to Companies House and the Charities Commission.

Resolved: That the annual accounts for 2018/19 be **AGREED**

b. Auditor's Report and Appointment

A Selby reported that the Treasurer recommended that Moore & Smalley be reappointed.

Reappointment of auditors proposed by Noell Leather and seconded by Deborah Shackleton.

Resolved: That Moore & Smalley be appointed as Auditors for 2018-19 **AGREED**

c. A Report from the Chair of Council S Garland

The Chair opened by summarising the fantastic work on our peatlands in Greater Manchester with Sphagnum moss and cotton-grass becoming established and bringing back an ancient habitat for wildlife and the people of South Lancashire.

Work on the new visitor centre at Mere Sands Wood has started and has been a challenging project for staff and volunteers.

Our behind the scenes teams have faced unprecedented changes with the implementation of a new membership system, a new Trust website, new HR system and new financial system. They also implemented the new GDPR requirements on top of the appointment of a new Finance Director, a restructure of finance and HR teams together with a change in management arrangements at Brockholes.

The Trust is a key player in the North West taking part in Greater Manchester Green Summit and contributing to environmental strategies. Delivering the My Wild City campaign and expanding our MyPlace project.

The introduction of the Youth Forum has been an exciting development and their enthusiasm and determination is vital for their future environment.

We say goodbye to four Trustees as they reach the end of their terms of office. Geoff Higginbottom who is one of our longer standing Trustees and has been one of our most active Greater Manchester members and a leading light in the Trust's Croal-Irwell Group. Geoff has always been supportive and we cannot thank him enough. Richard Thomas has also been a Trustee for some time.

Knowledgeable and hardworking chair of our HR sub-committee and Vice Chair. Always there to give sound advice in a calm and measured approach in sometimes challenging situations. Clive Elphick has been very enthusiastic and supportive for nine years and now moves on to the West Midlands dealing with the ecology of trees. Finally, John Drury, our retiring Treasurer. Again a long standing member who has in recent years chaired our Finance Committee during a challenging period as the Trust grew rapidly. John passes the role on to Julian Jackson. John will remain as our representative on the Lancashire Environmental Fund.

Signed: _____

Date:

New Trustee roles will be available in the New Year and you are encouraged to put yourself forward in this rewarding role. Further details will be in Lapwing.

We continue to work with the Royal Society of Wildlife Trusts (RSWT) in partnership with all of the other 43 Wildlife Trusts with over 800,000 members across the UK and continue, along with other environment organisations in the Greener UK partnership to push hard for a new, strong Environment Bill. Key to this is direct lobbying of MP's and Parliament. You are part of a huge movement now that commands respect among many politicians. Work with us to fight for a better, Wilder Future. Thank you to all our members and volunteers who support us in our work.

d. Appointment to Honorary Positions

S Garland reported that there had been no new appointments to honorary positions during the year.

e. Elections to Council and Resignations

The CEO reported that Satyen Sinha was standing for election to The Council and has been nominated and seconded as appropriate, in compliance with the Articles of Association. Proposed by Hazel Ryan, Seconded by Steve Garland.

Resolved: AGREED to elect Satyen Sinha.

The following Trustees have resigned/finished their term from the Council during the year: Geoff Higginbottom, Richard Thomas, Clive Elphick and John Drury (Treasurer).

5. Vote of Thanks

Geoff Higginbottom thanked everyone involved in the many projects going on. The volunteers for all their knowledge and expertise noting that the Trust couldn't manage without them. The members who are vital and the money they provide to run the Trust. Thanks was also given to the Board and Anne Selby for her passion over the past 28 years.

Thanks was also given to staff and fellow trustees who are passionate about nature.

6. AOB

The President invited questions from the floor on any other business but there were none forthcoming.

S Garland presented A Selby with a gift from the Trust in recognition of her 28 years as a CEO in advance of her retirement next Summer on the basis this will be her last AGM as CEO. When A Selby took over the Trust had 3,000 members and 15 staff. It now has nearly 30,000 members and around 190 staff with a turnover exceeding £5million. A Selby has been key to this and is well respected both across the Trust and nationally. Her successor will have a big challenge and the Trustees have begun the process to recruit her successor which will take place in the New Year. A Selby accepted the gift and a video presentation, prepared by the Marketing Team, was shown.

S Garland then closed the meeting by thanking everyone for their attendance, with particular thanks to the staff who had organised the event. The minutes were signed. The meeting closed at 2:15pm.

Signed: _____

Date: