

DRAFT

Low Carbon Oxford North

Minutes of the Annual General Meeting held on Wednesday 3rd July, 9pm at Woodstock Road Baptist Church

Present:

Alison	Hill
Rebecca	Nestor
Sarah	Edwards
Sam	Daws
Tina	Leonard
Brenda	Boardman
Julia	Patrick
Gail	Walker
Sheila	Allen
Richard	Dodd
Helen	Dodd
Dermot	Roaf
Nick	Georgiou
Kate	Williams
Sam	Clarke
Frances	Rubin
Tim	Nicholson
Siobhan	Stead-Ellis
Andy	Chivers

1. Apologies: Caroline Roaf and proxies:

Tricia	Boyd
Caroline	Roaf
Jamie	Hartzell
Jonathan	Patrick
Barbara	Harriss-White
Elizabeth	Cairncross
Roosa	Leimu-Brown
Kim	Polgreen

2. **Minutes of AGM on 25th June 2018:** these were approved.

3. **Trustees' Report**

Alison Hill, Chair, introduced the trustees' report for the year and highlighted some of the main activities and achievements. She thanked Chris Church, Development Manager and Jan McHarry, Newsletter Editor, who had contributed to the charity's work during the year. She welcomed Julia Patrick, who had just started in the role of Coordinator. Alison also thanked the trustees who had left the board last year – Roosa Leimu-Brown, Julie Gale and Kim Polgreen. The board had welcomed Sam Daws who joined the board at the last AGM. Alison acknowledged the contribution made by Ben Abraham and Josefin Betsholtz, who had participated for a year through the young trustees programme. Josefin had become a full trustee, but was leaving at the end of the academic year.

4. Financial Report

Rebecca Nestor, Treasurer, presented the accounts, which had been prepared by Tom Futter. Rebecca explained that the organisation was aiming to change the way it did its financial reporting. As the volume of activities was growing, we had agreed to use FreeAgent to help us monitor more closely how money is spent. She explained that the main outgoings had been fees for the two people who had undertaken work for the charity during the year. The balance had been reduced deliberately, as we had high reserves. She mentioned that there had been a substantial sum spent on the 'Roads for People' event, but other organisations had contributed and we received some gifts and grants to offset the costs. There were no questions and the report was accepted.

5. Preparation of Statutory Accounts for 2018

Rebecca explained that the trustees proposed the appointment of Tom Futter again, as an independent person to prepare the statutory accounts, without an audit or Independent Examination. This was unanimously agreed.

6. Retirement and Election of Trustees

Sarah Edwards, Secretary, outlined the position regarding trustees. Two needed to retire by rotation and the board had determined that it was Alison Hill and Brenda Boardman's turn to step down. They were willing to continue as trustees and the meeting agreed to re-elect them both. Sarah pointed out that there were still vacancies for more trustees and encouraged anyone interested to get in touch. Trustees could be co-opted or appointed between AGMs.

7. Any other business

- a. Brenda Boardman referred to the levels of air pollution and congestion in the city and explained that LCON and 4 partners had formed CoHSAT (the Coalition for Healthy Streets and Active Travel), to put pressure on the Councils and others to make the city centre better. She outlined some of the issues and additional challenges, such as the major increases in numbers of homes and jobs, which would result in much greater pressures unless action was taken to control traffic. Various events were coming up eg a car free day on Broad Street. CoHSAT's work was supported by a grant from the Low Carbon Hub.
- b. Helen Dodd thanked Jan McHarry for producing such a good monthly newsletter.