

EARTHWORKS ST. ALBANS

Company Number: 03307683 Charity Number: 1067139
Registered Office: West Lodge, Hill End Lane, St. Albans AL4 0RB

Minutes of the 13th Annual General Meeting held on 8th December 2009 at Fleetville Community Centre

1.	<p><i>Present:</i> Jo Dickenson, Teresa Gore, Steve Shelley, Nadine Brown, Patrick Rushmere, Ray Gibbins, Richard Stubbs, Phil Maitland, Sarah Massey, Lynette Warren, John Baker</p>
2.	<p><i>Apologies:</i> David Ball, Steve Lane, Alistair Holland, David Dickson, David James, Alison Macfarlane, Christine Batley, David Batley, Anne de Bock</p>
3.	<p><i>Minutes of the previous Annual General Meeting</i></p> <p>The minutes of the previous Annual General Meeting held on 2nd December 2008 were presented to the meeting and accepted and signed as a true record.</p>
4	<p><i>Project Group AGM reports</i></p> <p>AGMs were held on each day for everybody to be able to attend. Three trainees put themselves forward as Project Group representatives on the Management Committee. After the AGM all votes were gathered, and Steve Lane was elected the Project Group representative.</p> <p>Richard Stubbs was elected as the volunteer representative on the Management Committee.</p>
5.	<p><i>Project Leader's Annual Report</i></p> <p>A detailed report was presented to the meeting. The report was a collaborative work, summarising reports from Emma Eynon the previous Acting Project leader who has now left Earthworks, contributions from other staff, and summarised by Teresa Gore, recently appointed Earthworks Director. The report was received and accepted.</p>
6.	<p><i>Chair's Annual Report</i></p> <p>The Chair's annual report was received and accepted.</p>
7.	<p><i>Treasurer's Annual Report and Accounts for the year ending 31st March 2009</i></p> <p>Alistair Holland, the Treasurer, was unable to attend the meeting. His report, in the form of a one-page report, had been distributed beforehand.</p> <p>A more detailed 15-page Trustees' report and financial statement was also presented to the meeting. This includes the report of the independent auditor, Morgan Rose, confirming that the financial statements give a fair and true view of Earthworks' resources.</p> <p>In summary, Earthworks had both received less and spent less than in the previous financial year, and ended 2008/09 with £123,000 in the bank, compared to £102,000 at the end of the previous year, which means that Earthworks was in a strong financial position at the end of 2008/09.</p> <p>The report was formally accepted by the meeting.</p>

8.	<p><i>Appointment and confirmation of Trustees and Management Committee members</i></p> <p>It was noted that Michael Lavender Jones had resigned from the Management Committee and as a Trustee.</p> <p>All other members of the Management Committee agreed to remain as members, and all other Trustees remain in post.</p> <p>Appointments</p> <p>Chair: Jo Dickenson was proposed and accepted Vice Chair: Nadine Brown was proposed and accepted</p> <p>Confirmation of Management Committee posts: Treasurer: Alistair Holland was re-appointed Company Secretary: Roy Warren was re-appointed Secretary to the MC: Steve Shelley was re-appointed Auditors: Morgan Rose were re-appointed</p>
9.	<p><i>Any other business</i></p> <p>There was no other formal business.</p>
10.	<p><i>Date, time and place of the next meeting:</i></p> <p>Tuesday 14th September 2010 6pm Hixberry Lane site</p>