

Huntly Development Trust

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Registered Scottish Charity SC043353



"Working with others to build a resilient, inclusive, enterprising community capable of dealing with ongoing change."

Huntly Development Trust (HDT)

Minutes of Annual General Meeting held on

30th September 2014 at 19:00, OAP Hall, Church Street, Huntly

Present:

Members / Stakeholders (based on signed attendance):

Winnie Adam, Fiona Alderson, Emmy Bayley, Ivan Bayley, Sandra Brantingham, Mary Burgerhout, David Easton, Herbert Eppel, Anne L Forbes, Rita Haefner, Cllr John Latham, Jane Lockyer, Claire Newman, Thomas Paxton, Ronald Pittendrigh, Maria Perkins, Peter Rawlings, Kathleen Scott, Pat Scott, Paul Vadler, Jason Williamson, Margo Wordie

Apologies:

Members

Gavin Cameron, Steven Hutcheon, Catrin Jeans, Joanneke Kruijsen, Hazel McLaren, Anne Murray, Fi Thomson, Ronald Scott,

Stakeholders

Bill Clark (Aberdeenshire Council), Janelle Clark (Aberdeenshire Council), Cllr Katrina Farquhar, Reid Hutchison (Aberdeenshire Council), Colin MacKenzie (Aberdeenshire Council), Belinda Miller (Aberdeenshire Council), Lizzy Shepherd (Marr Area Partnership)

HDT Board

Richard Hammock (RH Chair), Stuart Thomson (ST Finance), Fraser MacDonald (FMac), Fiona Manson (FM), Bruce Murray (BM), Sharon Scapens (SS), Mary Scott (MS)

Apologies: Claudia Zeiske (CZ)

In attendance:

HDT Staff

Jill Andrews (JA), Greenmyres Project Manager, Donald Boyd (DB), Development Manager, Oli Giles (OG), Room to Roam Green Travel Project Manager, Debbie Haefner (DH, Minutes), Administration Manager

Scottish Land Fund
Ionmhas Fearainn Na H-Alba



PART 1: AGM

1. Welcome, Apologies and Introduction

HDT Chair Richard Hammock opened the Trust's fifth AGM, welcoming all those attending and noting that a long list of apologies had been received.

2. Approval of Draft Minutes AGM 2012

The Draft Minutes of the previous AGM (18th June 2013) were approved by all in attendance. Proposed – Sandra Brantingham, seconded – Mary Scott.

3. Chair's Report / Annual Review

RH gave a review of the past year describing it as the "turning point" for the Trust. He reviewed the HDT journey over the past 5 years, looking at the highs and lows and compared in particular the situation at the previous AGM with where we are now:

AGM 2013

- Initiatives stalled or frustrated
- Facing cash run out
- Some Directors calling for early "hibernation" (aka Death)
- No significant new projects / no prospects

AGM 2014

- Cairnborrow approved / Greenmyres / Climate Challenge Fund
- DTAS funding for 2 years
- "New look" Board of Directors
- Confidence to take on new projects
- DTAS funding enabled core HDT staff costings to be paid
- Climate Challenge Fund – enabled post of Project Manager for Room to Roam Green Travel Hub
- Scottish Land Fund – enabled post of Project Manager for Greenmyres

Challenges for 2014 onwards:

- Bring in more funding and projects
- Deliver real benefits from ongoing projects
- Review long term strategy
- Continue to strengthen the HDT Board and the Management of the Trust
- Despite advertising on the HDT website and in the local and regional press during 2014 there have been no applications to join HDT Board for the positions of Director or Chair

Questions and points raised:

- Jane Lockyer enquired about the promised member update meetings and whether they will continue?

DB: We met in October 2013 and February 2014 and were due to meet again at the AGM in June. Unfortunately, the audit required this year meant that the AGM had to be postponed until now.

RH: When do members want to meet with the Board next? The group agreed that it should be held in mid/late January 2015.

- Thomas Paxton enquired how certain the Trust are that the Cairnborrow Wind Farm will definitely happen?

RH: Whilst it is not absolutely certain to go ahead, the award of planning consent is a major step forward. Other uncertainties still exist but we are as confident as we can be that the project will proceed.

4. Financial Report:

Our Finance Director, Stuart Thomson, presented the financial report for 2013/14. Key messages were that our balance sheet has strengthened significantly but that our unrestricted funds are lower than last year. Other funds are committed to various projects. Looking ahead, our cash flow projection remains positive until July 2015. However, we shall have to attract/earn further funds, preferably unrestricted in order to bridge the gap until any income from renewables comes on stream. In short, things are a lot better than a year ago but we are not out of the woods yet!

HDT membership was given an explanation by Finance Director / Chief Executive re why HDT annual accounts were not presented at the AGM. Audit of HDT accounts ongoing since the beginning of 2014, AGM had been postponed until September with the hope that these would have been finalised. Full audit required as per Charities Commissions rules due to the substantial funding received by HDT including that from the Scottish Land Fund and DTAS i.e. is greater than £500,000.00.

Questions and queries:

- Maria Perkins asked who will determine which new projects will be progressed?
RH: As part of the planned review of Trust strategy we will ask members of the Trust, who of course are entitled to come forward with project ideas at any time. We will also continue consulting the wider community as we are doing with Greenmyres and the Green Travel Hub. There is of course a time to get on and deliver.
Claire Newman asked whether we have a reserves policy and if so what it is?
ST: We are trying to build up reserves but our main policy at present is to ensure our cash flow remains positive.
- Jane Lockyer thanked and congratulated the Directors and staff, on behalf of all members, for turning the Trust around over the past year.
- RH thanked the staff for all their hard work.

5. Special Resolutions

RH introduced the background to the two Special Resolutions being put to the members to change our Memorandum and Articles of Association (M&A's). DB then read out the proposals to the meeting and the members present voted on them:

5.1 Special Resolution 1:

Proposal to change of Article 1 of our M&As (the name of the organisation) from “Huntly Development Trust” to “Huntly and District Development Trust”. All agreed to the proposal.

5.2 Special Resolution 2:

Proposal to change of Article 67 of M&As (Termination of Office). Add a sub-clause (i) to read: A Director shall automatically vacate office if:- ".... he/she has served five consecutive years as a Director. After a minimum of one year, he/she may stand for re-election as a Member Director. He/she cannot be re-appointed as a co-opted Director in the meantime." All agreed to the proposal.

6. Election of Directors

DB explained the election process.

Directors Sharon Scapens, Mary Scott and Fraser MacDonald standing down under Article 62(a) were re-elected. Proposed - Maria Perkins, seconded - Margo Wordie.

Directors Richard Hammock, Fiona Manson and Claudia Zeiske standing down under Article 62(b) were re-elected. Proposed - Mary Scott, seconded - Sandra Brantingham.

7. AOCB

ST thanked RH for all his hard work and his significant personal contribution to HDT.

8. Close of meeting

There being no further business, RH closed the AGM at 19.45.

Break for refreshments by Rhynie Woman

Part 2:

Introduction to Jill Andrews and Oliver Giles:

Jill Andrews – Greenmyres Project Manager

Jill introduced herself to everyone and gave a brief update on the Greenmyres project to date. The community conversation has now ended with many ideas being suggested, including recreational, educational, tourism and economic uses. Examples given were accommodation, food-growing, farm shop, green energy demonstration centre, sports and much more. Jill thanked the Greenmyres Working Group for their input, expertise and commitment to the project.

Oliver Giles – Room to Roam Green Travel Hub Project Manager

Oli introduced himself to everyone and gave a brief background to his previous work and connections to the area. Key current elements of the Green Travel Hub include: exploration of a car club in Huntly, e-bike hire and fuel efficient driver training courses. Oli then showed the trailer for a film called “Bicycle” being screened at the Ex-Servicemen’s Club later in the week. Oli will also be at the Farmers Market on Saturday to promote the project.

Ivan Bayley questioned whether HDDT has public liability insurance for its projects?
RH assured him we do.

9 Part 3: Plenary Session

The assembled company then looked around the display material and chatted with HDDT staff/directors.

10 Close of Meeting

RH closed the meeting, thanking everyone for attending. Special thanks to Daisy and Jason Williamson for providing refreshments and excellent cakes. Thanks to Aileen and Annie from the OAP's for serving the tea and coffee. Thanks also to HDT staff for their continued commitment and to local organisations and individuals who have contributed to a successful year.

The meeting closed at 21.00.