

HCSA - AGM minutes - Confidential



AGM Meeting:

Chair: Mark Roscrow (MR)

Agenda / Notes / Action agreed

Notes: Mark Sydney Apologies: Please see register of absence (attached)

In attendance:

HCSA members

Distribution: All

Date: 18th November 20

Location: Via Zoom video call

Topic	Summary of Topic Requirements	Agenda item Lead	Deliverable	Action Responsibility	Due Date	Status
Subject Matter	Brief Summary	Topic Lead	Action Required to address Topic	Who will action	Timeframe	Open Hold Closed
Welcome and Apologies for Absence	HCSA members welcome	Chair	HCSA Chair of Trustees, Mark Roscrow (MR) welcomed members to the AGM and described the format.	N/a	N/a	Closed
Minutes of the Annual general meeting	To receive and approve the minutes held on 28th November 19	Chair	Chair asked if there were any points of accuracy within the minutes. Daniel & Simon agreed to be proposers for the minutes. Vote to accept the minutes. Nigel Bond (NB) advised the numbers for the online vote: For: 134 Against: 1 Abstain: 43 The minutes were unanimously adopted.	N/a	N/a	Closed
Statement of accounts	To receive and approve the accounts and financial statements for the year ended 31 st March 2020	Chair	Ian Turner (IT) presented the accounts, highlighted the governance and the importance of finance subgroup. NB coordinates the payments and manages the accounts. IT advised the organisation is in good shape. Surplus of £55,162,	N/a	N/a	Closed

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			<p>reserves of £322,450. NB advised our income was £242,267 an increase of 39% of the year before which had an income of £174,231. Third year that the income has increased. Expenditure for conferences was up, £64,920 compared to £43,025 the year before. Training costs was up £21,222 compared to the year before £14,608. Total charitable activities were £86,142 up from the previous year of £57,633. Administration and governance costs are broadly the same as the year before. Administration costs £57,032 compared to £55,091 the year before. Total carried forward £322,450. Money owed to us is £106,935. Deferred income £99,000 held at the 31st March.</p> <p>Tax provision £45,309 holding (tax liability). Net assets £322,450 which is up on previous year by 21% £266,088. Very health and improved position. Duncan and Graham agreed to be proposers.</p> <p style="text-align: center;">For: 137 Against: 4 Abstain: 45</p>			
HCSA Annual report	To receive and approve the annual report	Chair	Alan Hoskins (AH) discussed an overview of the annual report, highlighted the structure has not changed and it reflects the relationships we have. There were no points raised, MR said the report is available online.	N/a	N/a	Closed
HCSA Trustee	Election of Trustees	Chair	MR said we had three Trustees stand for re-election (MR/IT/DE), we advertised for	N/a	N/a	Closed

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			<p>new Trustees due to some gaps. We had three apply (Bob Waddell, Laura Quirke & Michael Pace). NB advised the following election votes:</p> <p style="padding-left: 40px;">Ian Turner:</p> <p style="padding-left: 40px;">For: 143 Abstain: 47 Against: 11</p> <p style="padding-left: 40px;">Professor Duncan Eaton</p> <p style="padding-left: 40px;">For: 162 Abstain: 35 Against: 10</p> <p style="padding-left: 40px;">Mark Roscrow MBE</p> <p style="padding-left: 40px;">For: 166 Abstain: 31 Against: 9</p> <p style="padding-left: 40px;">Bob Waddell</p> <p style="padding-left: 40px;">For: 155 Abstain: 39 Against: 12</p> <p style="padding-left: 40px;">Laura Quirke</p> <p style="padding-left: 40px;">For: 154 Abstain: 41 Against: 12</p> <p style="padding-left: 40px;">Michael Pace</p> <p style="padding-left: 40px;">For: 151 Abstain: 44 Against: 14</p> <p>MR wanted to thank those who voted, further discussions at the next Trustees meeting. MR welcomed new Trustees.</p>			
Any other business	Trustee/NSG	AH	<p>AH to organise a follow up meeting with Michael Pace advising he cannot continue his role on NSG and be a Trustee.</p> <p>POST MEETING NOTE: Michael Pace decided not to accept Trustee position in line with clause 12.2.3 from constitution to allow him to continue NSG</p>	AH/MP	Ongoing	Open
Any other business	Overview	IT	IT wanted to thank the Executive; Trustees echoed the appreciation.	N/a	N/a	Closed

Date & Location of next Annual general meeting – Harrogate Convention Centre 25th November 2021

Chair: Mark Roscrow

Notes: Mark Sydney

Apologies received for this meeting: N/A