

EXETER ST JAMES COMMUNITY TRUST LTD

**MINUTES OF THE ANNUAL GENERAL MEETING HELD AT ST SIDWELL'S PRIMARY SCHOOL  
YORK ROAD EXETER ON 29 NOVEMBER AT 6.30PM**

Present: 29 shareholder members registered their attendance including directors Robyn Connett (Chair), Paul Layton (Secretary), Rebecca Bower, Harry Temple, Aylwyn Bowen and Beth Osment.

**1 Welcome**

Robyn Connett welcomed members to the meeting.

**2 Apologies**

Judi Yung, Kai Kin Yung, Bernice Hosking, Madelene Layton, Jo Hawkins, Di Boston, Jackie Willey, Cllr. Kevin Mitchell, Lis Miles, Paul Hedley, Jonathan Kirby, Janet Penrose, Mike Reddaway, Brian Gaywood

**3 Minutes of the Annual General Meeting 5 October 2016**

The minutes were approved, signed and adopted as a true record.

**4 Matters Arising**

None.

**5 The Directors' Report**

Robyn Connett spoke to various aspects of the report covering what had been an historic year for the Trust culminating in the signing of a 125 year lease for Queen's Crescent Garden following completion of the compulsory purchase process by Exeter City Council.

Members were encouraged to sign up to the Friends of QCG group to assist with regular maintenance tasks in the garden.

The report was adopted.

**6 Approval of Accounts**

The accounts were adopted.

**7 To consider audit exemption or auditor appointment**

The Directors' recommendation that the accounts be unaudited was approved.

**8 Resolutions tabled by members**

(i) Board resolution:

Paul Layton spoke to the motion. Since incorporation Directors were gratified that Trust membership had grown to 260 shareholders but the transient demographic of St James meant that many had since moved away from the area and not maintained contact. As a consequence the Trust was in jeopardy of not being able to conduct formal business should a quorum - 10% of members (Rule 30.1.2) - not be reached at meetings. The motion

allowed such members to remain on the register but to be discounted for the purposes of the quorum.

Following discussion the following amended resolution was adopted:

Members who fail to maintain contact with the Trust or who do not respond to a written request for information will, after a period of 12 months, have their shareholding ignored as far as the requirements for a quorum are concerned.

The shareholding of such members will remain on the register from an accounting perspective only.

Directors undertook to report on action taken to the 2019 AGM.

(ii) Members' resolutions:

There were no resolutions submitted.

**9 Election of directors**

Paul Layton and Harry Temple, having been duly nominated, were unanimously reappointed. Robyn Connett, Beth Osment and Rebecca Bower continue.

Directors presented Aylwyn Bowen with a personal gift to mark his retirement from the Board.

Robyn Connett invited any interested member to consider offering their services by becoming a member of the Trust Board.

**10 AOB:**  
None.

Following the close of the meeting:

- Rachel Harriss gave a brief account of her role as the newly appointed Community Builder, for Duryard and St James, part of the Wellbeing Exeter programme.
- Frazer Osment, Director LDA Design, outlined the next phase of the regeneration of Queen's Crescent Garden.