



Pembroke 21C Community Association Ltd

Minutes of the Annual General Meeting of the members held on Tuesday 13th March 2007 at 7.30pm in Foundry House Community Centre, Pembroke

Present:

Elvira Adams	Chair of the Pembroke Festival Committee
John Allen – Co Secretary	Director of Pembroke 21C
Linda Asman	Museum Group / Pembroke Mill Ponds Group
Stuart Asman	Museum Group / Pembroke Mill Ponds Group
Maddy Berridge	Wildlife Trust South & West Wales
Olwen Deibert	Wildlife Trust South & West Wales
Gareth Jones – Chair	Director of Pembroke 21C
Ken Jones	Director of Pembroke 21C
Christelle Medwell	Pembroke Festival Committee
Rosey Mitchell – Treasurer	Director of Pembroke 21C
Richard Naylor	Member
Bill Pugh	Pembroke Town Councillor
Peter Thomas	Director of Pembroke 21C
Peter Webster	Member, Director of Pembroke 21C CIC

In attendance: Elizabeth Gossage – Development Officer
Pat Hay – Foundry House Caretaker
Karen Houser – Pembroke Mill Ponds Project Officer

1. **Apologies for absence**

Apologies were received from Nikki Anderson, Jackie Birthistle, Barry Clegg, Brian and Gwen Griffiths and Alison Hare

2. **Minutes of the Annual General Meeting held on 6th December 2005**

These minutes had been distributed to Members. Rosey Mitchell proposed that they be accepted as a correct record of the meeting. This was seconded by Peter Thomas and carried by all present.

3. **Annual report from the Chairman of the Board of Directors**

Gareth Jones read his report to the members. A copy is attached to the minutes and will be available by e-mail and on the new website. This was backed up by the annual report of Directors published with the accounts for the financial year 1st September 2005 to 31st August 2006 and a project progress report circulated from the Development Officer.

4. **Annual report from the Company Secretary**

John Allen read his report to the members. A copy is attached to the minutes.

5. **Consideration and approval of the audited accounts and Directors' report for the year to 31st August 2006**

Rosey Mitchell presented the accounts which had been prepared for the Directors by Bevan & Buckland. There had been a few glitches during the first year of incorporation when the accountant appointed had not been familiar with Charities SORP format. The Directors had changed accountants and this last financial year had gone very smoothly. The SORP format consolidates the accounts for all groups and projects.

The accounts had been approved and signed by Directors at their meeting the previous week. £133,570 had been raised from statutory grants and contracts to further the charity's objectives. £40,140 had been received in donations of which £106 was unrestricted.

Direct charitable expenditure amounted to £42,557; cost of generating funds £40,406; activities in furtherance of the Charity's objects £13,532; support costs £9, 150, and management and administration £3,447.

At the end of the year net assets amounted to £135,458 of which £30,749 was unrestricted funding and £104,709 restricted.

As Treasurer of the Board of Directors, Rosey moved that the accounts be adopted by the members. This was seconded by Ken Jones and approved by all present.

6. Appointment of Auditors

Rosey Mitchell proposed that Caroline Mitchell of Bevan & Buckland, Castle Chambers, 6 Westgate Hill, Pembroke SA71 4LB be appointed as the auditor for Pembroke 21C for the coming year. This was seconded by Peter Thomas and approved by all present.

7. Resignation and appointment of Directors

Under the requirements of the governing document, a third of Directors are required to stand down at the Annual General Meeting. They can stand for re-election. As three of the longest standing Directors, John Hayes, Rosey Mitchell and Peter Thomas had agreed to stand down. John and Rosey were will to stand for re-election. Peter Thomas did not wish to be re-elected.

John Allen proposed the re-election of both John Hayes and Rosey Mitchell. These appointments were seconded by Richard Naylor and approved by all. The Board of Directors now stands at seven. Other Directors can be co-opted by Directors during the year.

8. Appointment of Company Secretary

John Allen was willing to continue as Company Secretary. This appointment was proposed by Gareth Jones, seconded by Rosey Mitchell and approved by all present.

9. Directors' registration of interests

There were no declarations of Directors' interests in the register. Forms are available whenever required.

10. Any other business

Linda Asman was thanked for all the hours of work she has put in to getting the website set up with the assistance of PAVS. This is now ready to go online and is waiting for the PAVS server to be sorted out. The address is www.pembroke21c.org. Minutes, newsletters etc will all be added as pdf's and other information can be added or changed once the website is on-line.

Richard Naylor brought up the issue of the South Quay development. A transcript of a meeting that the Trustees had held with officers of Pembrokeshire County Council had been circulated to members. Town Councillors had expressed their concerns to Christine Gwyther AM when they had met her earlier in the day.

There was clearly very strong feeling amongst the members that this development should not be allowed to go ahead without much more consultation of the community and without the community's involvement in the selection process.

It was agreed that Pembroke 21C would facilitate and publicise a public meeting. The Town Council will be invited to host it in the Town Hall on 27th March.