

The Outdoor Partnership's Annual General Meeting

Minutes



Date of Meeting: 16th September 2021 – 10am – 10.30am via Zoom

Present:

Trustees:	Paul Airey (Chair & Operations), Paul Frost (Governance), Joan Edwards (Trustee and lead on Finance).
Staff team	Tracey Evans (CEO & Company Secretary), Mark Jones (Programme Manager), Simon Jones, Elin Humphreys, Lowri Hurdman, Bethan Davies, Sian Williams, Sioned Thomos, Leila Connolly, Bethan Logan, Brett Mahoney, Caoimhe Connor, Claire Bryant, Vincent Mcwhirter, Roger Pierce, Wyn Roberts (Aqua Marketing)
Stakeholder members	54 members present

1. Welcome

PA welcomed everyone to the meeting and noted that a decision by the Board was made to hold a virtual AGM in accordance with Covid-19 Government Guidance.

Copies of all the reports and relevant paperwork were made available prior to the meeting.

2. Apologies

Apologies were received from Joanne Owen (Inclusion), Leah Watkins (HR), Stuart Wallace (Legal).

3. Minutes of the last AGM meeting

The minutes were accepted as a true and accurate record.

4. Matters arising

There were no matters arising.

5. Chair's report

5.1 PA read through the written report and highlighted some of the key achievements over the year and identified priority areas of work for the coming year (Chair's report attached). PA welcomed all the new members of staff working in the new regions in mid and South Wales and the new Officer in Gwynedd. PA thanked partners and stakeholders for their continued support and to TE and all the staff team for their excellent work this year during very challenging times.

5.2 **RESOLVED:** That the Chairman's report be received.

6. Election of Directors

- 6.1 PA thanked Jim Jones and Amanda Davies, for their work and support over the years. PA reported that there are two vacant positions currently on the Board as well as an existing trustee JE, who is due to stand down following her three-year term.

JE is willing to re-stand as Finance Director and as a result PA proposed JE be re-elected to the position of Finance Director. PF seconded the proposal. There were no objections.

PA reported that an application had been received from Margaret Hollings for one of the vacant positions of Marketing and Commercial services and has been interviewed. Margaret is currently the Commercial Director for St David's Hospice. JE proposed and PF seconded the position. PA formally welcomed Margaret to the Board and how pleased the charity is to have such expertise.

PA reported that there is still a vacant position for someone with legal experience and asked the stakeholders to circulate with their networks.

7. Financial Report and approve annual accounts for the year ended 31st of March 2020

- 7.1 JE gave a brief overall of the annual accounts.
- 7.2 A question was raised regarding the unrestricted funds. It was noted that these funds are related directly to our recover plan as we try and maintain at least 6 months of funding to cover running costs.
- 7.2 PA thanked JE for keeping a critical eye on the charity's finances. JE thanked Elin Humphreys for doing all the financial work on a day-to-day basis.
- 7.3 **RESOLUTION:** The accounts for 2020-21 were approved and signed.

8. Nominations for membership to the Stakeholder group

- 8.1 There were no applications / nominations for Stakeholder membership

9. Any other business

9.1 Ken Newing gave a big thank you to the Outdoor Partnership on behalf of Clwb Hwyllo Y Felinheli / Port Dinorwic Sailing club who has recently won Welsh Club of the Year and UK national club of the year thanks to all the support from the RYA Cymru and the Outdoor Partnership supporting their volunteers.

PA thanked Ken and all other organisations that are all playing their part providing opportunities for local people and communities.

9.2 Steven Morgan (Centre Manager, Plas Menai National Outdoor Centre) congratulated the Outdoor Partnership for a very successful year.

9.3 Richard Metcalf (Cumbria Stakeholder Group (SHF) Chair) thanked all the staff and Trustees at the Outdoor Partnership for pushing ahead with all the great work taking place in Cumbria and in particular Claire, who has achieved so much despite the lockdown. Richard noted that Claire is now starting to change the culture in Cumbria.

PA thanked Richard and Trevor Quinn (Northern Ireland SHG Chair) and Willie White (Chair SHG in Ayrshire for all their support.

9.4 Paul Renfro (Pembrokeshire Coastal Forum) noted that they were looking forward to working more with the Outdoor Partnership in their region.

10. Date of next meeting

10.1 September 2022 (date TBC)

PA formally closed the meeting by thanking everyone who attended. Meeting closed at 10.30am