

The Outdoor Partnership's Annual General Meeting

Minutes



Date of Meeting: 22nd September 2023 – 11:30am – 12.00pm via Zoom

Present:

Trustees:	Paul Airey (Chair & Operations), Paul Frost (Governance), Jo Owen (Inclusion), Margaret Hollings (Commercial), Joan Edwards (Finance).
Staff team	Tracey Evans (CEO & Company Secretary), Mark Jones (Programme Manager), Simon Jones, Elin Humphreys, Sian Williams, Sioned Thomas, Leila Connolly, Bethan Logan, Brett Mahoney, Caoimhe Connor, Claire Bryant, Vincent McWhirter, Zac Pierce, Stuart Jones, Tomos Lloyd, Gary Donaldson, Sarah Ramsey, Wyn Roberts (Aqua Marketing).
Stakeholder members	A total of 44 stakeholders attended the meeting representing all areas of operation.

1. Welcome

MJ introduced the translation facilities available to everyone.

PA welcomed everyone to the meeting, introduced all the Trustees present and thanked the Board of Trustees for all their support over the last year.

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

2. Apologies

Apologies were received from Stuart Wallace (Trustee of Development/legal) and Leah Watkins (Trustee for HR).

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). Shared the TOP infographic from 2023. PA thanked funders, partners, and stakeholders for their continued support and to TE and all the staff team for their excellent work this year and adapting how we work.

5.2 Links to different aspects of the charity's work were shared in the meeting group chat.

6. Election of Directors

- 6.1 PA stood down after his three-year term and noted that there haven't been any other nominations so was willing to re-stand as Trustee of Operations and Chair. JE proposed PA be re-elected, and MH seconded the proposal. There were no objections. All were in favour.
- 6.2 PF stood down after his three-year term and noted that there haven't been any other nominations so was willing to re-stand as Trustee of Governance and Policy. MH proposed PF be re-elected, and JE seconded the proposal. There were no objections. All were in favour.
- 6.3 PA reported that there is still a vacant position for someone with health & wellbeing background / experience and asked the stakeholders to circulate with their networks. Any interest to contact Tracey Evans, the CEO.

7. Financial report and approve annual accounts subject to Audit

- 7.1 JE gave a brief overall of the annual accounts.
- 7.2 JE reported that there needs to be an amplification to the reserves policy on page 4 to note the current reserve supports 9 months of contingency for the Charity which totals £671K which currently sits in the unrestricted funds.
- 7.3 The Accounts were approved subject to final audit in December 2023.
- 7.4 PA thanked JE and Elin Humphreys, the Charity's Finance Officer for all their work over the last 12 months.

8. Appointment and fixing of remuneration of the Auditors

- 8.1 Williams Denton, Parc Menai, have been appointed as auditors.

9. Any other business

- 9.1 TE, on behalf of all the staff team, thanked the Chair and the Board of Trustees for all their support over the last twelve months.

10. Date of next meeting

- 10.1 September 2024 (date TBC)

PA formally closed the meeting by thanking everyone who attended. Meeting closed at 12 noon.