

## EXETER ST JAMES COMMUNITY TRUST LTD

### MINUTES OF THE ANNUAL GENERAL MEETING HELD AT ST SIDWELL'S COMMUNITY CENTRE SIDWELL STREET EXETER ON 5 OCTOBER 2016 AT 6.00PM

Present: 28 shareholder members registered their attendance including directors Robyn Connett (Chair), Harry Temple (Vice-chair), Paul Layton (Secretary), Aylwyn Bowen and Beth Osment.

1 **Welcome**

Robyn Connett welcomed members to the meeting.

2 **Apologies**

Polly Macpherson, Ben Bradshaw, Phil Davies, Kai Kin Yung, Judie Yung, Meg Hitchcock, Edith Southall, Jonathan Kirby, Di Boston, Brian Gaywood, Lis Miles, Helen Statton, Frazer Osment, Rita Dampney, Andrew Connett, Paul Teasdale.

3 **Minutes of the Annual General Meeting 21 September 2015**

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

4 **Matters Arising**

None.

5 **The Directors' Report**

Robyn Connett gave a brief summary of the establishment of the Trust initially set up by Exeter St James Forum to take forward projects identified by the local community during the neighbourhood planning process.

The following aspects of the report were highlighted:

- 3 Well Street: site of the ancient St Sidwell's Well, developed as a ground floor retail unit with two maisonettes above, had come onto the market; the Forum Housing Group had requested Trust consideration of purchase or lease of the property which was now let by the owners; members were invited to consider other options for development of the community hub and/or affordable housing which the Trust might pursue.
- Exeter St James Vegetable Gardens: negotiations with Network Rail on behalf of the Forum Allotment Group regarding the lease of the St James Park station allotments continue; St James residents are eligible to apply for vacant plots.
- Queen's Crescent Garden: significant improvement and refurbishment of the perimeter walls was a welcome beginning to the regeneration of the garden as a

result of a successful bid to the DCLG for Pocket Park funding of £13k; the CPO process was slow but had now been confirmed although a further period to allow for objections would be required once the Heads of Terms of the lease had been signed; it was envisaged that the Trust could be granted leasehold early next year when fundraising could begin in earnest to implement Phase 1 of the master plan.

A question was raised concerning the possible extension of the St James Park station platform. It was believed that this was a long term aspiration and that Network Rail and Devon County Council were engaged in a study to ascertain feasibility.

The report was adopted.

**6 Approval of Accounts**

Paul Layton spoke to the Financial Statement for the year ending 31 March 2016. During the year QCG funds, matched funding to complement the DCLG Pocket park award, had been transferred from the Forum as a sub-account of the Trust General account. The balance of the General account was artificially low as the final tranche of the DCLG funding was not received until April. At the conclusion of the QCG work the sub-account was closed and the fund returned to the Forum. The balance of the Trust account currently stood at just under £2k.

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**

There were no resolutions submitted.

**9 Election of directors**

The following, having been duly nominated, were elected as directors:

Paul Layton  
Beth Osment

Robyn Connett, Aylwyn Bowen and Harry Temple continue as Directors.

**10 AOB:**

A plea was made for any member who had skill, knowledge or enthusiasm which might benefit the Trust to volunteer as an additional, appointed Director. The Board had particular need for financial expertise especially with regard to the Trust's charitable status.

The meeting closed at 6.35pm.