



# Eastington Community Land Trust (ECLT) Limited

## Special General Meeting

Thursday 1<sup>st</sup> December 2016

at 7.45 pm in Village Hall

### 1. Members in Attendance

Muriel Bullock (MB), Lynne Farnden (LF), Tom Morrison (TM), Paul Mannings (PM), Alison Loverage (AL), Sharon Wells (SW), Alan Brasier (AB), Tom Low (TL), Ed Davies, Mark Jones, Martin Elliot, Jo Pegler, Beccy Pegler, Sally Antell, Susan Davies,

Cllr John Jones (JJ), (Meeting Chair), Jill Simmonds (guest)

### 2. Purpose of the Meeting

JJ described his role as an independent member of the Society.

The purpose of the meeting being to inaugurate the Community Benefit Society through the election of the Board of Trustees. All members to have one vote for each role, all candidates to be nominated and seconded. JJ to describe the duties of each trustee

There will be three sets of elections: for the Secretary, for the Treasurer and for up to eight Trustees.

### 3. Election of Secretary

JJ listed the duties as arranging and minuteing of Board Meetings, agreeing future agendas with the Chair, providing annual returns to the Financial Conduct Authority and to Grant Donors, both in conjunction with the Treasurer. The Secretary has to maintain the Registers of Membership, Board Membership, Declarations of Interest, all for scrutiny by members at any reasonable time.

TL was nominated by MB and seconded by LF. There being no other nominations, TL was elected.

### 4. Election of Treasurer

JJ described the formal role of the Treasurer as keeping up -to-date records of budgets, income and expenditure, providing reports monthly and annually on expenditure against budget, preparing annual accounts for External Audit and oversight of processes to maintain propriety in the handling of public funds.

LF was nominated by TL and seconded by AL (?). LF was elected unopposed.

### 5. Election of up to 8 Trustees

There were six remaining members of the Steering Group who were available, allowing for at least two new members. TL nominated AL, SW, PM, AB, MB and TM, seconded by (???). AL nominated Martin Elliot who agreed to stand. There being no further nominations AL, SW, PM, AB, MB, TM and Martin Elliot were elected with one vacancy. AB indicated that he would stand down when two further trustees could be found.

### 6. Date of first Board Meeting

First Board Meeting to be Thursday 15<sup>th</sup> December, 7.00 in Village Hall. JJ explained that it was the first duty of the Board to elect a Chair and Vice Chair.

Tom Low, ECLT Secretary