**ACTION PORTY**

Minute of Annual General Meeting held on Wednesday, 22 June, 2022 in Bellfield

**1. Introduction**

Action Porty trustee, Al Reid, introduced himself and explained that in Justin Kenrick’ absence he would be chairing the meeting. He welcomed everyone to Acton Porty’s 6th Annual General Meeting, and between those present and proxies (see below) declared the meeting quorate

**2. Apologies**

The AGM noted that apologies had been received from Justin Kenrick, Alan Simpson and Alastair Cameron.

**3. Minute of Previous Meeting**

The chair explained that the minute of last year’s AGM, held on 31 May, 2021, had been posted on the Action Porty web-site, and that a copy of the minute was attached to the agenda handed out at the meeting. With a show of hands, those present agreed the minute of 31 May, 2021 as a correct record of last year’s AGM.

**4. Review of 2021/22**

The chair handed over to Ian Cooke, who with the help of Gail Stark (administrator) and Ella Lees (Volunteer Co-ordinator) provided a summary of the previous year’s activity.

Gail described the current uses of Bellfield and outlined a positive picture of the increasing levels of demand from the community – particularly since the turn of the year when Covid restrictions began to relax. She finished by thanking all the volunteers whose contribution is essential to the smooth running of Bellfield.

Ella provided an overview of the current volunteer activities at Bellfield (and with Action Porty in general), finishing on the recent successful Bellfield Bikefest event. She also summarised some of the volunteer activities / projects which are at various stages of development and implementation.

On behalf of Action Porty, Ian thanked Alastair Cameron who up until Ella’s appointment, was the Volunteer Co-ordinator – albeit on a voluntary basis – and who continues to play a key role in supporting and managing Ella. Ian also acknowledged the contribution of James Thomson – who left his cleaning job recently to take up a full time employment opportunity, but until then had been our part-time cleaner since the start of the project.

Ian referred to Action Porty’s ongoing commitment to repairs and physical improvements to Bellfield over the last 12 months and some of the challenges around being a listed building with surrounding graves. He explained that because of the work involved in re-opening and managing Bellfield, there had been less time to run events, mainly through the efforts of Jennifer Elliot, Action Porty had organised some successful Xmas activities (including ‘Window Wanderland’), an ‘Absent Friends’ event, and the above-mentioned Bellfield Bike-fest.

Ian re-iterated Action Porty’s commitment to collaborate with other local organisations, whenever that seems appropriate, and explained that during the course of the year, Action Porty had pulled together a meeting of various local organisations to discuss the need for a development trust in Portobello, which led to a collaboration with other organisations to organise Heart Talk Porty – a successful series of community conversations covering a range of issues and topics, which in turn led to a range of actions within the community.

The AGM’s attention was drawn to the changes to the governance structure of Action Porty, which has been converted to a community benefit society – still with charitable status – which will enable Action Porty to run a community share issue to fund a major capital re-development of Bellfield. Ian concluded by recognising the ongoing work of the board of trustees, and thanking everyone who helps out for their continued support.

**5. Financial Report**

Jennifer Elliot, who has recently stepped down as treasurer, ran through a presentation on the financial position of Bellfield. She talked to the accounts for 2020/21 which had been independently inspected by accountants, Wylie Bisset and posted on Action Porty’s web-site. This set of accounts had been considered and agreed by the Board of Trustees.

The accounts covered the most challenging period yet for Action Porty with Covid enforcing the closure of Bellfield for most of the financial year. Unsurprisingly, this had a huge impact on the rental revenue which keeps the project afloat. In addition to support received through the UK Government’s Furlough Scheme, Jennifer acknowledged the importance of 2 grants received from the Scottish Government and Resilient Scotland, which made a significant contribution to Action Porty being able to continue to trade.

Jennifer drew the AGM’s attention to the benefits of the solar panels installed, just as the pandemic kicked and flagged up the challenge of much larger utility bills going forward.

Finally, Jennifer explained that after 5 years as treasurer she was stepping down from the role, although she will continue to be a trustee of Action Porty and continue help out with the day to day finances of the organisation, and explained that efforts were underway to recruit a replacement.

There were no questions from the floor, and the AGM approved the 2020/21 accounts.

**6.** **Election / Re-election of Board**

The Chair reported that there had been no new nominations for the Board of Action Porty, and therefore prosed that the current Board of 9 directors - Justin Kenrick, Ian Cooke, Kyrsta Macdonald-Scott, Jennifer Elliot, Al Reid, Morag Donaldson, Alan Simpson, Cathy McLean and Nadira Tucker be re-elected for the coming year. This was agreed by the AGM.

The chair explained that under our constitution, the Board can co-opt a further 3 people on to the Board, and invited anyone interested in getting involved in the Board to speak to one of the trustees.

**7.** **Developing Bellfield Presentation**

There then followed a presentation and discussion on future plans for developing Bellfield. Ian Cooke explained the rationale for the project, and clarified where the Board had got to in the development process. He stressed that no final decisions had been taken but that a finalised plan would have to be agreed soon so that it could be costed and built into a new business plan.

Ian outlined the development principles which had been agreed by the Board for the capital project and ran through a few slides which offered a flavour of some of the proposals and ideas which had emanated from discussions to date with our architect. He also flagged up some of the issues which need to be taken into account and some of the challenges involved, both in the design and the implementation of the big capital project.

The chair opened up the meeting for questions and comments, and the feedback was generally very positive about the changes to Bellfield which were being proposed.

**8. Close of Meeting**

There being no other business, the Chair thanked everyone for their attendance and support, and closed the meeting.

**Appendix: Attendance**

**PRESENT (ordinary members)**

|  |  |  |
| --- | --- | --- |
| Ian Cooke | Al Reid | Cathy Maclean |
| Kyrsta Macdonald-Scott | Jennifer Elliot | Morag Donaldson |
| Nadira Tucker | Margaret Munro | Brenda Molony |
| Vincent Molony | Linda Middleton | Jan Harkins |
| Karl Stern | Robin Liebmann | Jon Davey |

**PRESENT (Associate Members and others)**

|  |  |  |
| --- | --- | --- |
| Werner Leschner | Catherine Muirden | Flo Cairns |
| Monica Birch |  |  |

**IN ATTENDANCE**

|  |  |  |
| --- | --- | --- |
| Gail Stark | Ella Lees |  |

**APOLOGIES (and proxy votes)**

|  |  |  |
| --- | --- | --- |
| Justin Kenrick | Alan Simpson | Alastair Cameron |
| Maria Gray | Louis Belleville | John Thayers |
| Joan Brear | Cynthia Colt | Kirsty Belleville |
| Graham Elliot |  |  |