

ACTION PORTY

Minute of Annual General Meeting held on 18 January, 2018

(and Friends of Bellfield Special General Meeting)

1. INTRODUCTION

Alastair Cameron (Vice-Chair) welcomed everyone to Action Porty's first Annual General Meeting. He then ran through the domestic arrangements and confirmed that the meeting was quorate (list of attendees attached as an appendix). The chair explained that the meeting was in two parts: a Friends of Bellfield Special General Meeting followed by the Action Porty Annual General Meeting.

2. APOLOGIES

Apologies were received from directors Justin Kenrick, Shauna Macdonald and Mary Campbell. Apologies were also received from Lesley Reid, Donald Scott, Mary-Jane Elton, Beth Cross, James Lewis, Rona Gray, Olivia Furness, Tom Black, Danielle Trudeau, Donald Canavan, Joan Torbett-Schofield, Maureen Child, and Emma Dempsey.

3. FRIENDS OF BELLFIELD SPECIAL GENERAL MEETING

3.1 SECRETARY'S REPORT

Ian Cooke (Secretary) provided an overview of Friends of Bellfield – what it was, what it achieved and the important role it played in the first part of the Save Bellfield campaign. It was stressed that Friends of Bellfield was always intended to be a time-limited organisation. FoB led directly to the establishment of Action Porty, a company limited by guarantee, and a slide showing the objects of the company, was shared with the meeting.

3.2 PRESENTATION OF FINAL ACCOUNTS

Jennifer Elliot (Treasurer) presented the final accounts for Friends of Bellfield, summarising the main income and expenditure and highlighting the closing balance of £1,750. She explained that the accounts had been independently inspected by Ben McLeish. The Final Accounts were proposed by Kyrsta Macdonald-Scott, seconded by Karl Stern and approved unanimously by those present at the Special General Meeting.

3.3 RESOLUTION

On behalf of the Friends of Bellfield Committee, Kyrsta Macdonald-Scott then proposed the following resolution:

“As per clause 9 and 10 of constitution, this Special General Meeting agrees to wind up Friends of Bellfield (unincorporated association) and to transfer any remaining monies to Action Party”

The resolution was seconded by Jennifer Elliot and approved unanimously by those present.

4. ACTION PARTY ANNUAL GENERAL MEETING

4.1 CHAIRS REPORT

In the absence of Justin Kenrick, Morag Donaldson presented a summary of what had been achieved by Action Party since its establishment. This included Action Party becoming the first urban community to successfully use the Community Right to Buy, the acquisition of Bellfield on behalf of the community, and a very successful crowdfunding exercise.

The Chair then read out a [statement written by Justin Kenrick](#) which thanked all those who had contributed in all sorts of ways to what has been achieved to date, stressed the importance of the Save Bellfield campaign to the Portobello community and flagged up some of the opportunities and challenges that lay ahead.

4.2 FINANCIAL REPORT & PRESENTATION OF DRAFT ACCOUNTS

While there was no requirement to present Action Party's accounts to the AGM, in the interests of transparency Jennifer Elliot talked through a summary of the draft accounts to date. She then responded to a question from the floor about more detailed financial information, and Ben McLeish explained the intention to change the reporting date with Companies House. The AGM noted this financial report.

4.3 RESOLUTION: ACTION PARTY BOUNDARY

Kyrsta Macdonald-Scott introduced the resolution by explaining that on the advice of the Scottish Government, Action Party had restricted our operational boundary to ensure that we were able to fulfil the various requirements of the Community Right to Buy process. She explained that in the interests of being inclusiveness, the Action Party Board was now keen to extend this boundary, and on behalf of the Board of Directors, Kyrsta proposed the following resolution:

“This Annual General Meeting agrees to extend the boundaries of Action Party as follows: southwards from Kings Road, up Baileyfield Road, and Duddingston Park (to the junction with Milton Road) and eastwards along the Milton Road (to the junction with Eastfield)”.

This was illustrated in a map showing existing and proposed boundaries. On being put to a vote of Action Party members, the resolution was unanimously carried.

4.4 ELECTION / RE-ELECTION OF DIRECTORS

The chair ran through the list of directors who had served on the Board since the establishment of Action Party, highlighting those who were standing down at the AGM and those who were prepared to continue.

In response to the AGM calling notice, a nomination had been received from Alan Simpson, and Alastair Reid was nominated from the floor, in his absence.

It was therefore proposed that the following members would serve on the Board of Action Party for the coming year:

Justin Kenrick Ian Cooke Jennifer Elliot Kyrsta Maconald Scott

Mary Campbell Alan Simpson Shauna MacDonald Morag Donaldson

Alastair Reid (on confirmation of accepting the nomination)

Ben McLeish will continue to serve as a co-opted director

The AGM approved the election of this board of directors for the coming year.

Kyrsta Macdonald-Scott then presented Alastair Cameron and Tim Warren, both of whom were standing down at the AGM, with a small gift in appreciation of their respective contributions. Both Alastair and Tim will continue to support Action Party in a voluntary capacity.

4.5 UPDATE AND FUTURE PLANS.

The chair then introduced Action Party's Development Manager, Emma Griffiths (a role she currently job-shares with her colleague Angela Thomas).

Emma provided a summary of some of the key challenges in ensuring that Bellfield meets health and safety and environmental health requirements, and is in a fit state to open in June. She explained short term plans and the longer term ambitions for Bellfield, the delivery of which will be dependent on raising the required level of funding. Emma said that she was delighted to be in the post, and was encouraged by the the enthusiasm of the board and potential partners, and the helpfulness of volunteers and former church officials.

4.6 QUESTIONS and DISCUSSION

At this point in the meeting, the chair opened up the AGM for questions and comments. Areas covered included:

- Striking the right balance between paid staff and volunteers
- Whether sufficient funding was in place for the current staff – this was confirmed
- The potential of a community share issue to raise funds, and the need to ensure that it was done in an inclusive way
- The potential tension between commercial use and community use
- Future plans for the cafe / kitchen – various options still being explored!
- What plans were in place for the June opening? Sill being discussed – ideas welcome!
- Getting involved in the various sub-groups. It was agreed to put information on the web-site and send out a communication to all members.
- An offer of office furnishings and fittings
- The need to remember that not everyone in Portobello is on the internet and to use other forms of communication as well as electronic.

5. ANY OTHER BUSINESS

There was no other business raised, and the chair formally closed the AGM by thanking everyone for their attendance and support.

ATTENDANCE SHEET

ACTION PARTY MEMBERS

Chris Booth	Celia Butterworth	Diana Cairns
Ross Campbell	Sarah Cockburn	Alastair Cameron
Ian Cooke	Catherine Cumming	Jon Davey
Aurora Dunlop	Jennifer Elliot	Susan Eelsey
Stephen Hawkins	Richard Hope	Christine Hoy
Bill Jameson	Penelope Johnstone	Jan Killeen
Sarah Lewis	Heather Macdonald	Gus Macdonald
Kyrsta Madonald-Scott	Mark Macdonald-Scott	Cathy Maclean
Lawrence Marshall	M.Jane Martin	Nicholas Meny
Brenda Molony	Margaret Munro	Susan Newlands
David Newlands	Oonagh O'Brien	Alan Simpson
Sue Simpson	Karl Stern	Gillian Warren
Ian Wilson	Nick Woodhead	Lee Kindness
Morag Donaldson	Elma Sheppard	Julia Woodman
Alex Falconer	Niamh Moore	Frances Wraith
Nicholas Johnson	Jean Wilson	Kerry Oliver
Daryl Stanfield	Beryl Neill	Emily O'Brien
Gillian Dunn	Tim Warren	Elane McElveen
Mark Balard	Kathleen Campbell	Maria Gray

NON-MEMBERS

Sandra MacAskill	Stuart Thomson	Marianne Hughes
Julia Woodman		