



## Annual General Meeting

19:00- 20:30 Monday 12<sup>th</sup> July 2021

Online AGM via Zoom

### MINUTES OF THE AGM

19:00 Welcome and introduction to procedures for voting and questions at the Zoom AGM

- Tim Crabtree (Chair)

1. Apologies and declarations of interest – Pete West (Secretary)

Apologies were received from Pam Rosling, Jacki Lambert, Graham Lambert and Kevin Benfield.

There were no declarations of interest regarding the AGM agenda items.

2. Check on quorum for the meeting (23 attendees or proxy votes required) (Chair)

Members attending the AGM via zoom were: Henry Lovegrove, Tim Crabtree, Emily Bullock, Su Lewis, Howard Bowring, Alexandra Gurini, Derek Moss, Sally Cooke, Alison Jay, Mike Pedley, Chris Turner, John Christmas, Tom Burnett, Paul Rychnovsky, Malcolm Drew, Norman Pasley, Polly Benfield, Vince O'Farrell, Steve Roberts, Sue Powell, Lee Peterson, Rachel Bodle, Ian Smout and Ken Huggins.

Eighteen proxy voting forms were received from: Barry Massey, Alan Pittam, Alan Stratford, Anne Thompson, Blandford Secondary School Foundation, Bob Good, Cath Watkins, Jenny Barrett, Lyn Wells, Malcolm Dowty, Mick Isaacs, Richard Edwards, Roger Simmons, Stephen Pittam, Susan Pittam, Tobin Sykes, Tony Marshall and Rosemary Lovegrove.

All proxy votes were in favour of all the items to be voted on at the AGM

The chair announced that the AGM was therefore quorate.

3. Approving 2020 AGM minutes and matters arising – (Chair)

The 2020 AGM minutes were approved as an accurate record by a virtual show of hands. There were no matters arising.

4. Presentation of Directors' Annual Report plus questions– Pete West (Secretary)

Pete West presented the directors report. He mentioned he had received an email request from a member on transparency regarding contracts awarded to directors. Pete explained recent procurement procedures in the final paragraph of the Directors Annual Report and explained that core services including the role of Financial Director and Secretary could not easily be contracted out to 3<sup>rd</sup> parties, but all other external contracts are awarded following competitive tendering. Also all payments by online banking or payments by cheque require 2-person authorization. The work undertaken as directors including attending directors meetings and email correspondence between meetings is undertaken by all directors on a voluntary basis.

5. Annual Accounts for the period 1/04/2020 to 31/03/2021

5.1 Presentation of Annual accounts – Henry Lovegrove (Finance Director)

5.2 Questions on the accounts

Henry Lovegrove presented the accounts and clarified some minor points which were raised in questions

5.3 Voting to:

- Approve the Accounts for the year ended 31st March 2021

- Approve the directors' recommendation to not require a full professional audit of the 2020-21 Accounts.

Tim Crabtree proposed and Emily Bullock seconded the proposal that the annual accounts are approved and the 2020-21 accounts should be exempt from a full professional audit (although they are subject to independent inspection by an external Chartered Accountant)

Both motions were agreed on a show of hands with no objections or abstentions.

6. Voting to approve the directors' recommendation to pay share interest to members who invested in the 2015 share offers (PV1 & PV2) at the rate of 5.5% per annum for 2020-21 and interest to members who invested in the November 2020 share offer (PV3) 3.6% for the year 2020-21. The directors project 5.5% interest for the current financial year 2021-22 for PV1, PV2 and PV3.

Henry Lovegrove proposed and Malcolm Drew seconded the above motion which was approved on a show of hands.

#### 7. Appointment of directors

At least 1/3 of Directors must stand down by rotation at each AGM, although they are eligible for re-appointment. Selection is firstly by date of appointment and secondly by alphabetical surname for directors appointed on the same date. The current directors standing down are Emily Bullock and Tom Burnett, who both would like to stand for re- election.

Pete West has notified the Board that he would like to stand down as a director, with effect from after the AGM, but will remain as secretary until the end of 2021 to enable a smooth handover. He will remain as secretary of the Energy Local Bridport Co-operative.

##### 7.1 Voting for directors standing for re-election: Emily Bullock and Tom Burnett

Derek Moss proposed and Henry Lovegrove seconded the motion that Emily Bullock and Tom Burnett be re-appointed as directors. The vote was passed on a unanimous show of hands.

##### 7.2 Voting on appointment of new directors (if any). Note-potential new directors are very welcome but are advised to attend one or more meetings first before formally applying to be a director.

There were no new directors standing for election but Rose Rychnovsky has mentioned she would like to attend some directors meetings as an observer with a view to putting herself forward as a director

#### 8. Members' resolutions (if any)

There were no members' resolutions

#### 9. AOB and close of AGM

Sally Cooke thanked Pete West and the directors for all the hard work they have put in to the successful management of Dorset Community Energy