

**Minutes of the 16<sup>th</sup> Annual General Meeting held on 6 March 2010 in the Eastwood Room of The Farmers Club, 3 Whitehall Court, London, SW1A 2EL**

Present: Lord Hannay of Chiswick (Chair) and 62 members (including by proxy)

**WELCOME**

Lord Hannay opened the 2010 AGM and welcomed all those present.

The Chair and Executive Director gave their annual reports to the membership with questions taken after the ordinary resolutions were voted on.

**1. Minutes of the Annual General Meeting held on 5 June 2009**

The minutes of the UNA-UK AGM held on 5 June 2009 were **agreed** as a correct record and duly signed.

**2. Business arising from the minutes**

There were no matters arising from the minutes of the meeting held on 5 June 2009.

**3. Ordinary Resolution 1**

'That the audited accounts for the year ended 30 June 2009, together with the Directors' and Auditors' reports, be received and adopted.'

The meeting unanimously **approved** the resolution.

**4. Ordinary Resolution 2**

'That Kingston Smith have indicated their willingness to serve, be appointed Auditors to the Company for the ensuing year and that they be paid for their services a sum agreed by the Board of Directors of the Company.'

The meeting unanimously **approved** the resolution.

**5. Ordinary Resolution 3**

'That the election as Directors of UNA-UK of Susannah Anastasi, Richard Broadbent, Alpesh Patel and Patricia Rogers be approved. These individuals have accepted their nomination for the four elected places on the UNA-UK Board of Directors. (There are exactly four candidates for the four available elected places so no separate ballot of members is necessary.)'

The meeting unanimously **approved** the resolution.

Lord Hannay thanked out-going members, Hilary Sloan, Andrew Smith and Nick Boucher, for their service to the UNA-UK Board of Directors.

**6. Ordinary Resolution 4**

'That the election of Tim Jarman as a Trustee to the UNA Trust be approved. Tim Jarman has accepted his nomination for the election to the UNA Trust. There were no other candidates.'

The meeting unanimously **approved** the resolution.

**7. Other notified business**

**Presentation of the UNA-UK Budget for 2010-2011**

Rod Fielding, Treasurer of UNA-UK, presented the 2010-2011 Budget for the Company's financial year ended 30 June 2010.

He drew attention to the following:

- UNA-UK has made very prudent and cautious assumptions regarding projected income over the next three years, upon which all planned expenditure has been based.

- total funding from FCO and DfID will likely reduce significantly this year (from recent levels of £100,000 per year), due to financial pressures on the government, but is expected to increase gradually again in the following two financial years;
- the target for external fundraising has been set at a lower level than usual to reflect the financial climate, but it is hoped that UNA-UK would exceed that which has been set;
- important to begin now to seek new sources of funding to replace the very significant sums granted by the Ferguson Trust and the Joseph Rowntree Charitable Trust, which come to an end in 2014;
- expenditure projections are based on maintaining a very tight monitoring of costs;
- the projected budgets for the next three years are intended to enable UNA-UK to continue to build up its reserves, while maintaining the present level of activity.

In response to a question, the Treasurer and Executive Director explained that the decrease in programme expenditure reflected the anticipated decrease in FCO and DfID grant income from current levels over respective years.

Rod Fielding thanked Sam Daws and UNA-UK staff for all their support during his tenure as Chair of the Management and Finance Sub-Committee.

Lord Hannay thanked Rod Fielding for his significant contribution to UNA-UK during his long service to the Board, since he would shortly be stepping down as Chair of the M & F Sub-Committee and Vice-Chair of the Board.

### **9. Presentation of Awards for Distinguished Service**

Lord Hannay announced the following Awards for Distinguished Service:

- Dr Tony Abrams – UNA North West Region
- Charles Reid – UNA Scotland
- David Shepherd – UNA Eastern Region
- David Wardrop – UNA London and South East Region
- Andrew Watts – UNA Central Region

### **10. Any Other Business**

In his remarks to the AGM Sam Daws announced his intention to move on from UNA-UK in September 2010 after 6 years as Executive Director. Lord Hannay's fixed five-year term as Chair of UNA-UK would finish in January 2011. On behalf of those present, David Wardrop took the opportunity to thank Lord Hannay and Sam Daws for their distinguished service to UNA-UK, and also expressed his appreciation for Rod Fielding's commendable service as Chair of the Board's Management and Finance Sub-Committee.

Gillian Briggs (Birmingham UNA) commended staff on the new UN teaching pack and membership leaflets.

Mara Russell-Pavier (Harrogate UNA) asked for clarification on the policy process given the change in conference format in 2010. Lord Hannay explained that reminder guidance would be sent out in the coming months on how branches, regions and nations should communicate policy issues to the Board. Members were also reminded that 2009 policy resolutions will stand until the 2011 Annual Conference.

Lord Hannay noted that the Chair and Executive Director's reports would be presented at Annual Conference in 2011, even if the formal AGM needed to be held earlier to comply with Companies House rules.

Lord Hannay concluded the meeting by thanking members for attending.