



## Portmoak Community Woodland Group

### **Annual General Meeting**

17 April 2018

#### **Attendees**

|                |                  |                  |                 |
|----------------|------------------|------------------|-----------------|
| Stuart Byers   | Alison Bradley   | Charlotte Vlasto | Mike McGinnes   |
| Stuart Garvie  | Dave Carruthers  | Jeff Gunnell     | Graham Smith    |
| Marje Smith    | Louise Batchelor | Dave Batchelor   | Sheena Buchanan |
| John Whiteford |                  |                  |                 |

#### **Apologies**

|             |                   |               |
|-------------|-------------------|---------------|
| Nic Cassidy | Elaine Carruthers | Leslie Botten |
|-------------|-------------------|---------------|

#### **Date**

17 April 2017

#### **Location**

Well Inn, Scotlandwell

#### **1. Election of office bearers**

Current Chair: Jeff Gunnell  
Current Secretary: Louise Batchelor  
Current Treasurer: Lesley Botten

All prepared to serve again. Nominations, proposers and seconds for each position as follows:

| <b><u>Position</u></b>  | <b><u>Nominated</u></b>   | <b><u>Proposed</u></b> | <b><u>Seconded</u></b> |
|-------------------------|---|------------------------|------------------------|
| <b><u>Chair</u></b>     | Jeff Gunnell<br>No other nominations<br><b>Jeff Gunnell elected</b>         | Alison Bradley         | Graham Smith           |
| <b><u>Secretary</u></b> | Louise Batchelor<br>No other nominations<br><b>Louise Batchelor elected</b> | Charlotte Vlasto       | Alison Bradley         |
| <b><u>Treasurer</u></b> | Lesley Botten<br>No other nominations<br><b>Lesley Botten elected</b>       | Louise Batchelor       | Marge Smith            |

This will be the fourth year for this group as the office bearers. We want to make sure that there is some change from time to time to keep things fresh and not to over burden the incumbents.

Jeff to write and circulate a job description for each role so that the requirements for each position are clear.

#### **2. Accounts**

Submitted by the treasurer, Lesley Botten, and attached.

|                                  |           |
|----------------------------------|-----------|
| Opening balance                  | £6012.92  |
| Closing balance                  | £6955.47  |
| Surplus for 2016/17              | £ 942.55  |
| (Ring-fenced for Chris's project | £1170.41) |

Major items contributing to net income were: Burns Supper £1133, (up by £309 from £824 last year); Christmas trees £1045 (up by £115 from £930 last year).



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Major items contributing to net expenditure were: Community orchard maintenance £240 (up by £90 from £150 last year); purchase of tools and equipment £778.49 (nothing in this category last year).

Overall we are pleased with the state of our finances. We have enough in the bank that we can continue to make our events free of charge, (donations accepted). We can organise the Burns Supper without stressing that we could end up in debt. We can respond rapidly if an important opportunity crops up, like buying more land, matching funding for a project. We can take the lead on things that the WT might not be able to fund.

#### **3. Bank Account**

The following signatories shall be removed from the Portmoak Community Woodland Group bank account: Alison Bradley, Karen McDonnell, James Sheperd, Trevor Rice.

The following signatories shall be added to the Portmoak Community Woodland Group bank account: Sheena Buchanan, Stuart Byers.

#### **4. People**

Alison Bradley is leaving the group. She has been a stalwart for many years and has been especially diligent on legal matters. Many thanks to her for her valuable support and participation.

Gary Bolton, our Woodland Trust site manager has been on long term sickness. We wish him well and we're hoping to see him back soon.

#### **5. Review of the year**

- Many events were put on - for a full list see the website.
- Groups continue to monitor and count insects (moths, butterflies, damsel flies, dragon flies, bees) and birds.

Overall a good mix of management activities and community events.

#### **6. Changes to the constitution**

- None proposed