

# **Minutes of the AGM of London Cycling Campaign held at Henriette Raphael Function Room, Guys Campus on Tuesday 17 November 2009**

**Present:** For a list of those present, please refer to the register taken on the night

**Apologies:** Ann Kenrick, Paul McGuinness, Mustafa Arif

The Chair (Andy Cawdell) introduced the AGM, welcoming everyone to the meeting and identifying the people sat at the table – himself, the Chief Executive of LCC, Koy Thomson and the Company Secretary Kim Bailey taking the minutes.

The Company Secretary, Kim Bailey, advised that there had been 57 postal votes for the motions and 68 postal votes for the election of board members. There were 16 proxy votes.

The Chair explained the background to the change of venue (detail attached) and proposed a motion to the meeting.

That this meeting accepts the change of venue as the best possible option available and accepts that the LCC Board has done all in its power to notify members of the change of venue, particularly as notification by individual letter was ruled out by the postal strike (see note attached).

The motion was seconded by John Everard and the vote was unanimous in approving the resolution

The Chair thanked those LCC board members who had resigned from the board: Ian Callaghan and Theresa Hoenig both resigned during the year due to work commitments leading to insufficient time to do the work required of a trustee. Our thanks to them for all their hard work and our best wishes for their future endeavours.

## **Elections to the Board**

Andy Cawdell advised that this year we do not have a contested election for the Board of LCC, as there were five nominations by the deadline for five positions available. Those elected or re-elected have been:

- Ann Kenrick
- David Love
- Alastair Hanton
- John Everard
- Mustafa Arif

The Chair congratulated the board members on their appointment

## **Minutes of the previous Meeting**

The minutes of the 2008 AGM were approved as a correct record of that meeting proposed by Alastair Hanton and seconded by Gwen Cook, the motion passed by a simple majority vote without a count

There were no matters arising from the 2008 minutes.

## **Board Committee and Staff Reports**

All of the “formal” reports were taken as read with the agreement of the meeting.

Koy Thomson, Chief Executive of LCC, gave a presentation of the work of LCC and highlighted the successes over the past year. (copy of slide presentation attached)

There were questions from the floor covering

- encouraging cyclists to be more courteous as road users
- the LCC public liability insurance
- the apparent ignorance of police officers on the safe way to cycle according to the national standards
- contact with the outer London Boroughs commission
- attendance of staff at LCC group meetings
- the timetable on the cycling super highways
- running a campaign on Londonwide Road danger reduction
- a request for advice to LCC local groups on the cycling highways.

Koy Thomson responded to each question on behalf of the staff team and the board.

The Chair thanked all staff, volunteers (office, groups and activists) and those who had given their time for Board and Committees for all their hard work and dedication during the year.

## Finance Report

Ruth Chapple, the Treasurer, presented the Finance Report, highlighting the results to March 2009. There being no questions, Ruth passed on to proposing the motions

(1) for the approval of the accounts, seconded by Gwen Bondi and passed by simple majority vote

(2) for the re-election of RSM Bentley Jennison as auditors of LCC for a further year, seconded by John Everard and passed by simple majority vote

There being no further business the meeting closed at 21:07

## **Note on Change of venue**

As you know, we have had to change the venue for the AGM from that notified in the calling notice. This was because the original venue has been booked before and after our AGM, requiring the tables in the middle of the room to remain. This significantly reduced the capacity of the room from 150 people to 80 people. The board have a duty to ensure that the AGM is available for all to attend (Cannon v Trask 1875) and under health and safety legislation a duty of care to ensure the comfort and safety of attendees.

There were therefore a number of options open to us

1. meet at the advertised premises and turn away anyone who turned up once we had the limit of 80 people attending (which contravenes the principle of Cannon v Trask)
2. meet at the advertised premises and adjourn the meeting to another time and place (which is an inconvenience to all those who had marked the date in their diary – finding an alternative date may prohibit some people from attending)
3. Find alternative premises and advertise this fact by all reasonable means at our disposal to enable the AGM to take place on the date and time specified.

LCC decided to take the third option. As well as advertising the changes on the website and sending out details in the e-newsletter, we have stationed volunteers at the advertised premises to enable attendees to find their way to this venue from that one.

## **MOTIONS**

### **Motion 1 – Approval of Accounts**

That the report and accounts for the period to 31 March 2009, as presented to the meeting, be approved and adopted. Proposed by Ruth Chapple seconded by Gwen Bondi,

### **Motion 2 – Appointment of Auditors**

That RSM Bentley Jennison be appointed as auditors for the financial year ending 31 March 2010. Proposed by Ruth Chapple seconded by John Everard

## **Agenda for the evening**

6.00 – 6.30pm	Registration
6.30 – 7.00pm	Awards
7.00 – 7.30 pm	Ben Plowden – Director of Integrated Programme Delivery ‘The new Cycling Tsar’
7.30 - 8.00pm	Break & Food
8.00 – 9.00pm	AGM
9.00 – 9.30pm	Exit building

## **AGM Agenda commencing 8pm**

- a) Introduction
- b) Apologies for absence
- c) Minutes of the previous year’s AGM and matters arising [minutes available on the website and on the evening]
- d) Board & Committee reports
- e) Approval of Accounts [accounts available to download from the website and available on the evening]
- f) Appointment of auditors
- g) Elections of Board members (no election this year as there are 5 vacancies & 5 nominations)
- h) Motions (none)
- i) Any other URGENT business

Agreed at AGM 2010 November 17<sup>th</sup> 2010

Andy Cawdell, Chair of Trustees

Signed \_\_\_\_\_

Date: 17/11/2010