

Minutes

Annual Meeting 2020

Date: Thursday 16th July
Time: 11-11.30am
Location: Zoom (Online Video Conferencing)

Attendees:

Andrew Pollard (AP)	Bonsors
Bob Cattaneo (BC)	Cattaneo Commercial
Cllr Maria Netley (MN)	Kingston Council
Greg Miles (GM)	Canadian & Portland Estates
Jennifer Edwards (JE)	Kingston University
Mike Smith (MS)	Banquet Records
Peter Mayhew-Smith (PMS)	Kingston College
Pippa Mackie (PM)	Kingston Citizens Advice
Sam Eastwood (SE)	Bentall Centre
Robert O'Dowd (ROD)	Rose Theatre
Jill Dewar	John Lewis

11 members and 11 votes.

Apologies:

John Perry (JP)	Palmers Solicitors
Chris Lynn (CL)	The Rotunda

2 apologies and 0 proxy votes

In attendance:

Kirsten Henly (KH)	Kingston First
Shareena Merzi (SM)	Kingston First
Scott Gamble (SG)	Kingston First
Adie Hawkins (AH)	Kingston First
Robyn Smith	Kingston First (Minute taker)
Nazeya Hussein (NH)	Kingston Council

Minutes

1. Welcome and Apologies

- SE welcomed all attendees to Kingston First's Annual Meeting.

2. Minutes and actions from the last meeting

- SE asked KH to recap on the minutes and actions of the last meeting.
- KH confirmed the Company name change had been made with Companies House and the amendments to the Articles of Association had been completed and registered.
- KH reminded the group that the amendments meant that directors had three year terms.
- SE proposed the minutes are approved as an accurate record. All agreed to this proposal.

Due to JD being temporarily unable to log-on, the agenda order was rearranged as follows:

3. Annual Financial Report, 2019-20

- ROD introduced the financial report and confirmed that the auditors hadn't raised any issues from their audit process with SG, KH or the board of directors. SG confirmed this. ROD noted the business review.
- SE proposed the Annual Financial Report for attendees to approve and asked for a show of hands to confirm this.
- All attendees approved the Annual Financial Report 2019/20 by a majority show of hands in favour

JD joined the meeting.

4. Election of new director

- SE introduced JD for election as a Company Director. The proposer was ROD, seconders were AP and MN.
- All attendees approved the appointment of JD by a unanimous show of hands in favour

5. AOB

- KH confirmed the attendees of the Annual Meeting needed to approve the re-appointment of the auditors, David Howard.
- ROD proposed the re-appointment of David Howard as auditors.
- All attendees voted in approval of reappointing the auditors by a majority show of hands in favour.

Close of meeting 11:15am.