

## MINUTES

Annual Meeting 2021

**DATE:** 19th October 2021  
**TIME:** 11.00am - 11.30am  
**LOCATION:** Zoom (Online Video Conferencing)

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### Attendees:

Bob Cattaneo (BC)	Cattaneo Commercial
Cllr Caroline Kerr (CK)	Kingston Council
Greg Miles (GM)	Canadian & Portland Estates
Frank Borkin (FB)	Kingston Escape Rooms
Jill Dewar (JD)	John Lewis
Mike Smith (MS)	Banquet Records
Paul Bhalla (PB)	Specsavers
Pippa Mackie (PM)	Kingston Citizens Advice
Sam Eastwood (SE)	Bentall Centre
Robert O'Dowd (ROD)	Rose Theatre
Vanessa Ross (VR)	Arc Landscape Design and Planning

**11 members and 11 votes.**

### Apologies:

Andrew Pollard (AP)	Stack and Bonner
Michael Belli (MB)	Nationwide

**2 apologies and 0 proxy votes.**

### In attendance:

Kirsten Henly (KH)	Kingston First
Shareena Merzi (SM)	Kingston First
Scott Gamble (SG)	Kingston First
Hannah Blackwell (HB)	Kingston First (Minute taker)

### **1. Welcome and apologies**

SE welcomed all attendees to Kingston First's Annual Meeting. Apologies were noted as above.

### **2. Minutes and actions from the last meeting**

SE noted that there were no actions from the last meeting and proposed the minutes be approved as an accurate record. All agreed to this proposal.

### **3. Election of new directors**

- SE introduced AP, FB, PB and VR for election as Company Directors. SE was the proposer for AP and PB. Seconders were CK, GM, MS and PM.
- ROD was the proposer for FB and VR. Seconders were CK, GM, MS and PM.
- All attendees approved the appointment of AP, FB, PB and VR by a unanimous show of hands in favour.
- SE welcomed all new directors on behalf of the Board.
- SE gave thanks to the outgoing members of the Board: Andrew Pollard, Chris Lynn and Jill Dewar.

### **4. Annual Financial Report, 2020-21**

- ROD introduced the financial report and confirmed that these had been signed off at the last Board meeting.
- SE proposed the Annual Financial Report be formally approved by the Annual Meeting, and asked for a show of hands to confirm this.
- All attendees approved the Annual Financial Report 2020/21 by a unanimous show of hands in favour.
- ROD sought the Annual Meeting's approval to reappoint the Auditors. It was agreed this would be revisited in the AOB section of the agenda.

### **5. AOB**

- SE recommended that the Auditors be reappointed and sought a show of hands in favour. All attendees approved by a unanimous show of hands in favour.
- CK addressed the Board and confirmed that she would be standing down as Leader of RBK and outlined her thanks to KF, highlighting partnership projects delivered and progressing with plenty more opportunities to explore for RBK and KF to work together for the town. . SE gave thanks to CK for her fantastic support of Kingston First.
- SE asked if any attendees had any other comments. None were raised.

Close of meeting 11:20am.