

THE MORAY FIRTH PARTNERSHIP
("the Partnership")



Company Number: SC196042

**MINUTE of the ANNUAL GENERAL MEETING
of the Partnership held at the Highland Council Headquarters, Inverness on
24 November 2006 at 4.15pm**

Present

Michael Comerford Chair
George Hogg (Vice Chair) (chair of meeting for item 4)
Peter Tilbrook
Sinclair Young
George Dobbie

and other members of the Partnership as shown in the AGM Attendance List (Annex A)

Apologies

John Dunthorne
Clive Goodman
Various apologies from members were received, but not intimated.

Notice and Quorum

Notice of the meeting, copied to members, was taken as read. More than 10 members being present, or duly represented, the meeting was declared quorate and proceeded to business.

1. Chair's Report

Michael Comerford gave a brief review of the activities over the last year, and identified some of the work and projects that the Partnership proposed to take forward over the coming year. Future plans included; Coastal Heritage – the next phase of the 'Hands Across the Firth' project; the Moray Firth Flotilla 2007; the Produce to be Proud of conference on 29/11/06, and a proposed marine biodiversity project, as well as continuing work on our Beach Guardians project and the Fisheries Action Group.

Formal thanks were expressed to all Members of the Partnership, Staff, MF Action Group members, Directors and to Sponsors for their valued support. The list of core and project sponsors was displayed. Thanks were also given to the Highland Council for the use of the chambers for the AGM, and to the catering staff for the excellent provisions during the day.

2. Accounts & Reports

The Chair gave a brief overview of the accounts for the year to 31 March 2006, which showed a surplus of income over expenditure of £3,944. This compared to a surplus of £61,902 in the previous year. This was mainly due to the change of recommended accounting practice for charities, where we started to show income in the year it was received, even it was earmarked for a future period, rather than carry it forward as income for the next year as done previously.

The amount of core income received from funders had been fairly static at around £57,000. This income pays for the core staff posts and all necessary office running costs. Project income tended to fluctuate more, depending on the number of projects and the timing of receipts. Total income for the year to March 2006 was £180,000 compared to £193,000 in the previous year.

The Partnership was following a policy of trying to increase funding from projects, and to reduce reliance on a few key core funders. However, the small team of staff restricts the number of projects that can be successfully managed in any one year. This means that there remained a need for core funding. The Scottish Executive was considering proposals for central funding of local coastal partnerships, but there were no definite plans as yet.

The balance sheet showed the total funds of the Charity at £88,718, compared to £84,774 in the previous year. The Reserves figures showed £58,556 as "Restricted Funds", which related to cash received in advance for projects. £30,162 "Unrestricted Funds" related to core activities.

The Board was satisfied with the results for the year and the level of free reserves, which were in line with our policy to have a cash buffer equivalent to at least three months' ongoing operational costs.

Resolution 1 - To receive the statement of accounts of the Partnership for the period ended 31 March 2006 and the balance sheet as at that date, with the reports of the Board of Directors and Independent Financial examiners thereon.

Resolution 1 was passed unanimously. (proposed by George Hogg Seconded by Sinclair Young)

3. Appointment of independent financial examiners

The Chair explained that the Partnership's income fell below the threshold of £250,000, which enabled us to take advantage of the concession by Companies House allowing us to appoint an independent financial examiner, rather than to have the more expensive full audit.

Resolution 3 "to authorise the Board to appoint independent financial examiners to the Partnership and to fix their remuneration" was approved unanimously.

(Proposed by Peter Tilbrook Seconded by Sinclair Young)

The Chair then explained that he was one of the two directors standing down by rotation, and asked the vice Chair, George Hogg, to chair the final section of the meeting – the election of directors.

4. Election of Directors

The Partnership had 7 directors, which was the maximum allowed by the Articles of Association. Each year, one third of the directors must retire by rotation. It was the turn of Peter Tilbrook and Michael Comerford to retire by rotation, and both had indicated that they wished to stand again. No other applications to join the Board had been received. The Board expressed its support for the candidates, both of whom had contributed greatly to the work of the Partnership. Both Peter Tilbrook and Michael Comerford were re-elected unanimously.

Michael Comerford - Proposed by George Dobbie Seconded by Brigitte Geddes

Peter Tilbrook - Proposed by Brigitte Geddes Seconded by Tim Negus

Composition of Board following the election:-

Michael Comerford (Chair), George Dobbie, John Dunthorne, Clive Goodman, George Hogg (Vice Chair), Peter Tilbrook and Sinclair Young.

Appointment of Chairman

In terms of the Articles of Association, the Chair is elected annually at the first Board meeting following the AGM. Any current director is eligible to stand. Members would be notified in the MFP newsletter after the Board Meeting, who had been appointed Chair for the following year.

There being no further business the official part of the meeting was declared closed and members were then invited to take part in an informal discussion session.

Informal Discussion Session

Brigitte Geddes asked for information about potential funding for ICZM (integrated coastal zone management) projects, which she thought had been mentioned at the previous A.G.M. in February. George Hogg advised that he was not aware of any significant new funds identified for ICZM, but that various forthcoming European funding streams, such as the new Interreg North Sea Programme, could be appropriate. Peter Tilbrook confirmed from the previous minutes that nothing else appeared to have been mentioned.

George Dobbie asked for clarification regarding the election of the Chair by the Board, as it had been intimated that the current chair would stand down at the AGM. This would have left an interim period with no chair. Kathryn Logan confirmed that, having been re-elected as a Director, the Chair of the Partnership, Michael Comerford would remain in post as Chair until the next Board Meeting.

There being no further items raised for discussion, the meeting closed.

Annex A – Attendees included :-

Moray Firth Partnership Annual General Meeting 24 November 2006

George Dobbie	Moray Firth Partnership - Director
George Hogg	Moray Firth Partnership - Director
Peter Tilbrook	Moray Firth Partnership - Director
Sinclair Young	Moray Firth Partnership - Director
Rachel Harding-Hill	Moray Firth Partnership - staff
Kathryn Logan	Moray Firth Partnership - staff
Sally Cartwright	
Heather Dent	
Brigitte Geddes	Geddes Language Services
Nikki Gilbert	The Partnership for Rural Inverness & Nairn
Robin Gilbert	HIE Inverness & East Highland
Isabel Gregory	Sandhaven & Pitullie Harbour Trust
Keith Gregory	Sandhaven & Pitullie Harbour Trust
Joan Maxwell	
Jim Miller	
Tim Negus	Findhorn Fairways Committee
Graham Todd	Sandhaven & Pitullie Harbour Trust
Flora Todd	Sandhaven & Pitullie Harbour Trust