

REPORT AND RESULTS OF THE ANNUAL GENERAL MEETING 2020 OF THE NATIONAL BIODIVERSITY NETWORK TRUST



Company number 03963387 – Registered Charity Number 1082163

MINUTES

DATE: 18 NOVEMBER 2020

LOCATION: VIRTUAL MEETING
MICROSOFT TEAMS

TIME: 12:45 – 13:00

Chair: Neil Hodges

Minutes: Sarah Hyslop

Company Secretary & CEO: Dr Jo Judge

Trustees Present: Roddy Fairley, Belinda Howell, Mandy Rudd, Wilma Harper, Liz Proctor, Matt Postles, Andrew Wood

At the start of the meeting there were a total of 34 attendees present at the AGM

Neil Hodges; Open remarks / Welcome

The Chair welcomed everyone attending the first virtual AGM

This meeting will be recorded and made available on the NBN website [here](#)

Apologies for absence

All Trustees were present at the meeting.

Minutes of the previous meeting

These have been made available for viewing on the NBN website [here](#)

There have been no notifications sent for amendments and as such as the minutes from last years meeting are approved as a true record.

Presentation of the Annual Report

The 2019-2020 Annual Report is now available for viewing electronically on the NBN website [here](#)

This is an excellent annual report detailing the activity and position from a pre pandemic period. The Trust had a successful year maintaining and stabilising the NBN Atlas. The NBN Atlas Northern Ireland was also launched.

There was support for the next generation of students for environmental science at Salford University which is very encouraging.

The Trust was successful in receiving funding from the Esmee Fairbairn Foundation which provides stability and to which we are grateful. There is lots of work has been happening around the associated projects and there has valuable input from the team and network.

The NBN Trust staff have done a fabulous job with the move to working from home and the switch to an online conference and thanks were given to the team for their efforts this year.

Thanks were also given to the diverse stakeholders within the network for their input this year.

Roddy Fairley, Presentation of the Annual Financial Accounts

The NBN Trust financial statements for 2019-2020 have been made available on the NBN website [here](#)

The statements show a similar position as last year and the year end balance looks comfortable and healthy. This is due to the funds received from the Esmee Fairbairn Foundation and Heritage Lottery Fund. These funds are committed to be spent with the majority of activity taking place in 2020-2021

There are significant challenges are in front of us with regards to future funding especially from government agencies. The current pandemic has weakened this dependency, however the Board is continuously exploring ways in which we can diversify funding in coming years

Gratitude and thanks were given to the Esmee Fairbairn Foundation and the National Heritage Lottery Fund for their flexibility for the output of the project due to delays which have been caused due to the pandemic and a challenging year. The projects and work that has taken place during 2020-2021 will all be reported in next years accounts.

It is noted that there is a slight discrepancy on page 15 of the financial statements which references the 'Scottish Development Officer' This will be rectified in future financial statements to change this to 'SBIF Development Officer'

Ordinary Resolutions

A. Election of Auditors

That Rogers Spencer is appointed Auditors of the Charity to act as such until further notice and that the Trustees be authorised to fix their remuneration.

Resolution:

Ordinary Resolution:

The Board of Trustees recommend the appointment of Rogers Spencer as Accountants for the financial years 2021 - 2022 and that the trustees shall fix their remuneration

Voting:

As this year's AGM is being held online all eligible members were asked to vote using an online form in advance of this meeting. Emails were sent out up to 3 times to members plus

notification of the AGM and how to vote was available on the [NBN Trust website](#). A note of the meeting was also included in the NBN Trust Conference webpage and programme.

The NBN Trust Articles, revised in November 2018, state

18. (1) No business shall be transacted at any general meeting unless a quorum is present.

(2) A quorum is:

(a) 20 members present in person or by proxy and entitled to vote upon the business to be conducted at the meeting

(3) The authorised representative of a member organisation shall be counted in the quorum.

As at the voting deadline, 11 November 2020:

Votes returned: 45

In Favour: 33 Appoint Chairman to vote on my behalf: 12

There were no votes against or abstentions

The NBN Trust had 215 eligible voting members so this was a response rate of 20.9%. Corporate members and Trustees are not eligible to vote.

Individuals voting: 9

Organisations voting: 36

The resolution was passed.

Questions and answers

1. Will any committee members be standing again this year?

The current Trustees are on a three year term and as such none are coming up for renewal this year

However Trustee rotation and recruitment is being looked at to allow for adequate preparation for any pending Trustee retirement

Helen Wilkinson from Natural Resources Wales stepped down from the Board this year and a further Trustee also plans to stand down next year. We will be going out for advertisement of Trustees in the New Year to fill these positions, so please do keep an eye on the NBN website for these vacancies and do let us know if you or anyone you know may be appropriate for a position on the NBN Trust Board.

With no further comments or questions, the meeting closed at 13:00 pm