

**SCODP Annual General Meeting Minutes**

**Date and Time of Meeting: Friday 9<sup>th</sup> May 2014, 10:00 – 15:00 at University Campus Suffolk, Ipswich**

**Attendees:** Leah Jordan (Chair), Shaun Crisp, Robin Fenwick, Jon Rowe and Jane Chambers (trustees), Bonnie Collins (Disability Development Officer) and Sophie Hawkins (Communications and Administration Assistant) of SCODP. 13 members present with voting rights, 1 member voting by proxy, 2 members present with no voting rights and 9 non-member attendees.

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| <p><b>1.</b></p> | <p><b>Minutes of the previous Meeting</b></p> <p>The Minutes from the previous Annual General Meeting (AGM) held on 10<sup>th</sup> May 2013 were agreed. There were no matters arising from these previous Minutes.</p>   |
| <p><b>2.</b></p> | <p><b>Reports and Accounts</b></p> <p>The members received and approved the Accounts/Annual Report of the charity trustees and auditors for the year ended 2014.</p> <p>The Accounts/Annual report will be given to the Charity Commission and made available on the Suffolk Coalition website: <a href="http://www.scodp.org.uk">www.scodp.org.uk</a></p> |
| <p><b>3.</b></p> | <p><b>Accountants</b></p> <p>Members confirmed the re-appointment of Miller Wash Associates LLP as the accountants and examiners of the accounts.</p>  |

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| <b>4.</b> | <b>Accountants' remuneration</b><br><br>Members agreed to authorise the charity trustees to set the level of the accountants' fees.  |
| <b>5.</b> | <b>Articles of Association</b><br><br>It was agreed that there were no amendments to the Articles of Association.<br><br>The Articles of Association as adopted at the previous Meeting are available on the Suffolk Coalition website:<br><a href="http://www.scodp.org.uk">www.scodp.org.uk</a>  |
| <b>6.</b> | <b>Appointment of charity trustees</b><br><br>As this is the second AGM of the Charity, two of the Trustees/Directors will retire from office and stand for re-election in rotation.<br><br><i>Leah Jordan and Shaun Crisp</i> both stood down as Trustees/Directors.<br><br>The Members thereafter voted to re-elect:<br><br><i>Leah Jordan</i> as Trustee/Director (16 votes received)<br><i>Shaun Crisp</i> as Trustee/Director (16 votes received) |
| <b>7.</b> | <b>Appointment of Honorary Officers</b><br><br>The members agreed to re-appoint:   |

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|           | <i>Leah Jordan as Chair</i><br><i>Shaun Crisp as Treasurer</i>       |
| <b>8.</b> | <b>Any other business</b><br><br>There was no other business raised. |