

STOCKTON TOWN PASTORS

*Care and Compassion in the
Night-Time Environment*
Registered Charity No. 1143017






ANNUAL GENERAL MEETING Summarised Record of Minutes

Meeting Date:	Thursday 27 th September 2012
Meeting Time:	5pm – 5.45pm
Location:	Stockton Baptist Tabernacle, The Square, Stockton-on-Tees TS18 1TE

Persons Present: (include initials)	Revd. Derek Rosamond (DR) – Chair Jan Knox (JK) Jessie Jacobs (JJ) Graham Knox (GK) Guests: Paul Blakey MBE & wife Jean (Christian Nightlife Initiatives)	Steve Brock (SB) James Glancey (JG) Andy Fox (AF)
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Para No.		Action
1. 1.1	Welcome DR welcomed everyone to the meeting. He introduced guests Paul and Jean Blakey; and Graham Knox, a candidate for the STP Treasurer's position which is open for election.	
2. 2.1	Opening prayer DR opened the meeting in prayer.	
3. 3.1	Apologies Stuart Cornwell (SC)	
4. 4.1 4.2 4.3	Annual Report This being the first STP Annual General Meeting since it gained charitable status in July 2011, there are no previous minutes. The previously circulated 'STP Management Board Annual General Meeting Report 2011 – 2012' was examined. As this was the first AGM, reports from the Chair, Project Manager and Treasurer contained background information as well as for the specified period. Reports from the Chair and Manager were formally accepted. The Treasurer presented the accounts for the period 23 July 2011 (the date that STP acquired charitable status) to 31 March 2012. DR proposed that these accounts be accepted and SB seconded. The	

<p>4.4</p> <p>4.5</p> <p>4.6</p>	<p>accounts were unanimously accepted and a copy will be filed with the minutes.</p> <p>A financial report was also presented for the current period, and the position at 23 September 2012 was noted, namely that all expenditure in the period has been paid, and there will be about £8,500 in the bank once all items shortly due for payment are settled.</p> <p>The STP Annual Report 2011 – 12, containing reports from the Chair, Project Manager and Treasurer, is embedded below:</p>  <p>STP AGM Report FINAL.pdf</p> <p>DR thanked the Police and Stockton Borough Council for their financial and 'in-kind' contributions in support of Stockton Town Pastors; and PC for the work he has done as Treasurer.</p>	
<p>5</p> <p>5.1</p>	<p>Electoral Process</p> <p>a) Chair – PC conducted the election process for Chair. The current post-holder, DR, said he was prepared to stand for re-election. There were no other nominations. DR proposed by SB and seconded by JK. All present were in favour, and DR was elected as Chair for the period 2012 – 2013.</p> <p>b) Vice Chair – DR reported that the current holder Jim Wright (JW, not present) had indicated he was willing to continue in this role if no-one else wished to stand. However, JW felt that because he was unable to attend all meetings he was not up-to-speed with some of the issues and it might be appropriate if he did not continue in this role. However, he was willing to remain as a Board Member and Trustee. DR explained that there was no formal requirement for us to have a Vice Chair and the chairing of a meeting without the elected post-holder was dealt with within our constitution. There were no other nominations for the post of Vice Chair, therefore no voting took place and this post was deleted.</p> <p>c) Secretary – DR conducted the election process. The current post-holder, JK, said she was prepared to stand for re-election. There were no other nominations. JK proposed by DR and seconded by AF. All present were in favour, and JK was elected as Secretary for the period 2012 – 2013.</p> <p>d) Treasurer – DR reported that PC wished to stand down from this post owing to other commitments. However, he was willing to remain a Board Member and Trustee until the end of this calendar year thereby allowing for the support of a freshly elected Treasurer. The only nomination for this post was GK</p>	

5.2	<p>who, it was noted, is the husband of STP Secretary and Board Member JK. It was agreed that, if GK was elected he would become a Board Member but, in order to show evidence of integrity, would not have any voting rights. All present were in agreement with this decision, and PC therefore nominated and proposed GK as Treasurer, and this was seconded by JG. All present were in favour, and GK was elected as Treasurer for the period 2012 – 2013.</p> <p>DR clarified that GK was a non-voting ‘Officer of the Board’. He welcomed GK, and thanked PC for his long period as Treasurer both on the Management Board and the preceding period on the Steering Group.</p>	
6 6.1	<p>Bank Account Mandate Changes</p> <p>PC reported that, owing to his standing down as Treasurer, it would be appropriate to review bank account signatories. This was agreed by all present that the following would now take up that responsibility: GK, DR, SB & AF. ACTION: PC & GK to make necessary amendments with NatWest Bank.</p>	PC & GK
7 7.1 7.2	<p>Proposal for Extension of Membership</p> <p>DR introduced the previously circulated document (embedded below), summarising its content. The purpose was to extend membership of STP to all volunteers and supporters. Our constitution allows for this to happen.</p> <p> STP Membership.doc</p> <p>All present agreed that the matter should be explored in more detail and progressed at future Board meetings to define membership and effectively administer the process. ACTION: SB to draft some initial proposals and take to the next general meeting.</p>	SB
8 8.1	<p>Adoption of STP Statement of Belief</p> <p>DR reminded those present that the matter was discussed at the last general meeting (dated 9th July 2012) and was agreed, subject to advice from Stockton Borough Council’s diversity office. JG confirmed this had been secured and all present agreed that the signed Statement of Belief (embedded below) should become Appendix A of our constitution.</p> <p> Appendix A - STP Constitution.pdf</p>	
9 9.1	<p>Enhanced CRB Renewals for STP Staff & Volunteers</p> <p>DR reminded those present that this matter was also discussed at the last general meeting. SB reported that he had spoken with our</p>	

	partners, including the police, council and the local volunteer development agency, all of whom confirmed their renewal policy was every three years. All present agreed that our current policy of CRB renewal should remain the same.	
9.2	Discussion took place concerning the cost and volunteer contributions towards this expenditure, and it was agreed that certain issue by followed up. ACTION: SB to speak with Julie Derbyshire (volunteer development agency) re charges, and include volunteer contributions in wider donated funding proposals.	SB
10	Any Other Business	
10.1	DR reported that STP Board Member and Trustee Stuart Cornwell has resigned owing to competing personal and professional demands. This has been formally accepted, and the Chair has written a letter to him thanking him for the contribution he has made. Consideration will be given appointing a replacement in due course.	
10.2	Guest Paul Blakey MBE asked that his thanks be recorded in respect of the work being done by Stockton Town Pastors who are seen as a model for other Christian Nightlife Initiatives (CNI) across the UK; and for SB's presence on CNI's Board of Trustees.	
11	Time & Date of Next Meeting	
11.1	Dates to be circulated by Chair to all Board members for consideration. ACTION: DR to circulate dates.	DR