

LYME REGIS DEVELOPMENT TRUST

MINUTES OF THE ANNUAL GENERAL MEETING

Held at 7pm on Tuesday 22nd September 2009 at The Masonic Hall, Lyme Regis

TRUSTEES PRESENT: **Wendy Davies (Chair)**
 Margaret Rose
 David Matthews
 Martin Diplock
 Peter Wiles

Marcus Dixon (CEO)
Rosy Jeffery (Accountant)
Diana Attenborough (Minutes Secretary)

Members & Guests: **Mr Glenn Willis, Mrs Minnie Churchill, Mr Simon Bird, Mr Tony Norman, Ms Laura O'Rourke, Mr Barry Fortnum, Mr Owen Lovell, Mr David Edwards, Mr Ken Whetlor, Ms Ellen Austin, Ms Victoria Cliff Hodges, Ms Sally Holman, Mr Pat Hicks, Mr Denis Yell, Mrs Yvonne Matthews, Ms Jenny Waldron, Mr & Mrs Keith Shaw, Mr Steve Wilkins, Bobby Smith, Mrs Ann Bradbury, Mr Ray Smith**

1. QUORUM

The Chairman welcomed all present both members and non members.

The chairman asked for a show of hands from members attending the meeting and announced that a quorum was present and that the meeting could begin.

The Chairman announced the order of proceedings and the meeting was duly opened.

2. AGM BUSINESS SESSION:

- **Apologies:** Mrs Wheatley, Mr George Eyre, Mr Norman & Mrs Ruth Taylor, Mr Terry Sweeney, Mrs Jo Whetlor, Mr & Mrs Ken Farragher, Prof. Denys Brunsdn.
- **Minutes:** The minutes of the previous Annual General Meeting were passed as accurate. The Chairman asked for approval.

Approval was Proposed by: Diana Attenborough
Seconded by: Peter Wiles

IT WAS HELD THAT the previous minutes reflect a true record of proceedings and are hereby approved and adopted.

Wendy commented on the previous year's special resolution to amend the Charity's objects in the Lyme Regis Development Trust Memorandum of Association. This was subject to the approval of the Charity Commission who have been undergoing changes and suggested keeping the existing objections for the time being.

- **Trustees Report:**

The Trustees Report for the year ending 31st December 2008 was read by Marcus Dixon who highlighted 2008 activities:

Marcus Dixon is further building relationships with the townspeople and neighbouring parishes and progressing the Trust's primary areas of activity to identify and initiate projects that both benefit the social and economic well being of the community and that provide a sustainable future for Lyme Regis Development Trust

- Mr Graham Terry stood down in his role of managing the Trust accounts and Rosy Jeffery was appointed to manage and present the accounts.
- Sadly former Lyme Regis Development Trust Trustee and Chair of Community Players, Ken Wigmore died in June 2008.
- Trustee Dave Matthews was appointed Vice Chair of Lyme Regis Development Trust
- Continuing to facilitate the community consultation process under the banner LymeForward in partnership with Lyme Regis Town Council and their Community Plan Implementation Committee with Ellen Austin acting as community facilitator.
- Lyme Regis Development Trust is responsible for the service level agreement with WDDC, line manages the LAP co-ordinator and is one of the Lyme Forward Steering group.
- The Trust is a key member of the Theme Group pursuing Affordable Housing and have developed an overall strategy with help from Tetlow King to tackle all the issues currently hindering sufficient provision; carried out a detailed affordable housing land availability assessment; worked on two potential schemes with a registered social landlord; and negotiated with WDDC officer to make the case for an allocation policy giving priority to Lyme Locals.
- The Trust hosted groups from Malmesbury and other Towns who are interested in its Community Planning work and the unique linkages with the Town Council and West Dorset Partnership and Dorset Strategic Partnership
- Extension to St Michael's – a successful grant application was submitted to Lankelly Chase foundation for £30,000. Further grant funding applications including Capacity Builders are being planned.
- Discussions continue with SWRDA about the transfer of their interest in St Michael's Business Centre to LRDT
- Community Players staged a very successful production of South Pacific and raised £4000 to fund projects for young people. Mr Denis Yell was voted into post of Chair of Community Players.
- Continued reduction in government funding has meant LymeNET's income and profitability continue to suffer. Double Design, an IT support company, was set up as a trading subsidiary to help raise revenue. Lucy Campbell was appointed Managing Director.
- As a way of looking at raising funds the Trust set up Lym-E-bay charity shop which was successfully run for 9 months by volunteer Tracey Grinter selling a number of

items from local residents to include Lyme Regis Town Council's Ice Cream Van. The ongoing viability is being reevaluated.

- Lyme Regis Development Trust have continued their support for Inspiration Youth Cafe which is run on behalf of the Trust by a management committee. Lyme Regis is the only town in Dorset without a Council run youth centre. The Committee have worked hard on fundraising activities, particularly their Chair, Ruth Fachau.
- There was no Fossil Festival in 2008 due to lack of funding but it gave the Trust the opportunity move the festival onto a higher level. The Trust were successful in Developing an idea for a 2012 Festival which would form part of the 2012 South West Cultural Olympiad. This has attracted enough funding to employ a Director to run the festivals running up to and including 2012.
- Continuing talks with the natural History Meseum and Field STides Council to agree the modus operandi for the Jurassic Coast Studies Centre to include identifying and securing the most appropriate site.
- Partnership was formed between Lyme Regis Museum, the Town Mill Trust, Charmouth Heritage Centre, Lyme Arts Community Trust and Lyme Regis Development Trust to develop a new joint venture, a Cultural Development Company which would develop further niche events and festivals.
- Lyme Regis Development Trust transfer 17/18 Church Street to it's wholly owned subsidiary, LRDT Property Management.
- LRDT Property Management transferred £7316 to the Trust, this being the amount of rental income which exceeded expenses.
- Discussion commenced with The Monmouth House Trust about the transfer of Monmouth House to Lyme Regis Development Trust. This would meet LRDT charitable objectives in providing affordable accommodation to local people and generate revenue for the Trust.

Wendy asked for any questions. There were none.

Approval was Proposed by: Ray Smith
Seconded by: Denis Yell

IT WAS HELD THAT the Trustee Report for the year ending 31st December 2007 be and is hereby approved an adopted.

- **Accounts:**

Wendy briefly explained the Trust Finances. The Development Manager/C.E.O. is the only full time paid member of staff and for the past 2 years his salary has been paid from a grant received from the Esmee Fairburn Foundation. There are no Government grants. A huge amount of time and effort is put in by both Marcus and the Trustees to negotiate with potential funders. The Trust has been looking at it's sustainability and with the help of Martin Diplock, Ray Smith and Diana Attenborough, is looking at asset development as a source of income.

Rosy Jeffery summarised the accounts and thanked Diana for helping with accurate day to day bookkeeping.

Question was raised on LymeNET's financial position. It was explained that they had lost one of their major funders – UK Online but they have got into the 2nd phase of a bid to Reaching Communities which would provide guaranteed funding for 3 years.

There were no other questions

The Accounts for the year ending 31st December 2008 were laid before the Members and the members were asked to vote for approval.

Approval was Proposed by : Ray Smith
Seconded by : Peter Wiles

IT WAS HELD THAT the Accounts for the year ending 31st December 2008 be and are hereby approved and adopted.

- **Introduction and Election of Trustees:**

Geoff Mullis stood down as Trustee. Wendy thanked Geoff for all his help over the past two years using his particular business skills to help mentor LymeNET.

Margaret Rose and Martin Diplock offered to stand down as Trustees. Both Margaret and Martin, being eligible, offered themselves for re-election.

Margaret Rose:

Confirmation was proposed by: Steve Wilkins
Seconded by: Ray Smith

Martin Diplock:

Confirmation was proposed by: Steve Wilkins
Seconded by: Ray Smith

There were no new nominations for additional Trustees but Wendy emphasised the need for more Trustees and Volunteers to help.

AOB – None

Wendy closed the formal business of the AGM.