

Minutes of the Sustainable Cottenham Annual General Meeting

Held via Zoom

at 7.30pm Tuesday 9 March 2021

Present: Chris Ward (Chair and trustee), Jane Heath (co-Secretary and trustee), Vicky Lacey, Peter Pilbeam, Glynis Pilbeam, Justin Hiscock (co-Secretary and trustee), Adam Mills, Paula Diment, Clare Adamson, Catherine Burch (Treasurer and trustee)

Apologies: Sandra Cross, Sarah Dumont, Tony Dumont

1. **Chair's Report:** Chris Ward opened the meeting, welcoming the attendees to the first Annual General Meeting of Sustainable Cottenham. Her report (already disseminated with the meeting Agenda) covered the origins of Sustainable Cottenham, leading to its earlier status as an 'unincorporated association', and current status as a Charitable Incorporated Organisation (CIO) since 25 March 2020 with 20 active members, 297 'followers', and other helpers. She mentioned the current projects, including 'EcoEats', the litter pick, Cottenham Connected and Plastic Free Cottenham, looking forward to restarting these efforts in the community, post-pandemic.
2. **Treasurer's Report:** Catherine Burch gave details of the financial situation of Sustainable Cottenham, (also previously disseminated with the meeting Agenda). She highlighted the sources of funds, the regular expenditure on insurance, and showed those sums allocated to specific projects. In addition the accounts of the previous 'unincorporated association' and the current CIO were discussed.

Sustainable Cottenham's cash balance as at 31 December 2020 was £3,855.50, of which £835.32 is not committed to projects.

3. **Approval of Sustainable Cottenham accounts – unincorporated association 10/7/19 - 24/3/20**

	Unrestricted funds	Restricted: Cottenham Connected	Restricted: Eco Eats	Total funds	
Receipts	£	£	£	£	£
Grants	1,380.00	675.00	2,520.00	4,575.00	
Cash donations		132.18		132.18	
Sub-total	1,380.00	807.18	2,520.00	4,707.18	
Payments					
	319.32	382.00	0	701.32	
Cash funds at time of conversion to CIO	1,060.68	425.18	2,520.00	4,005.86	

The approval of the accounts of the unincorporated association (now defunct) was proposed by Peter Pilbeam, seconded by Jane Heath and passed unanimously.

4. **Approval of Sustainable Cottenham accounts – Charitable Incorporated Corporation 25/3/20 - 31/12/20**

	Unrestricted funds	Restricted: Cottenham Connected	Restricted: Eco Eats	Total funds	Last year (9 months unincorp. ass'n)
<i>Receipts</i>	£	£	£	£	£
Grants			300.00	300.00	4,575.00
Cash donations					132.18
Sub-total			300.00	300.00	4,707.18
<i>Payments</i>					
	225.36	100.00	125.00	450.36	701.32
Net cash funds for year	-225.36	-100.00	175.00	-150.36	4,005.86
Cash funds from unincorp. assocn	1,060.68	425.18	2,520.00	4,005.86	
Cash funds at year end	835.32	325.18	2,695.00	3,855.50	4,005.86

The approval of the accounts of the CIO was proposed by Justin Hiscock, seconded by Peter Pilbeam, and passed unanimously.

5. **Appointment of Trustees:** The Constitution of Sustainable Cottenham requires that trustees serve for terms of three years. In order to avoid all trustees ending their terms as the same time, one third of the trustees should retire each year, but may be re-elected. Chris Ward retired as Chair and as a Trustee. Justin Hiscock took the Chair of the meeting.
- After discussion Chris Ward was proposed as a Trustee by Catherine Burch, and seconded by Paula Diment. She was elected unanimously.
 - Chris Ward was proposed as Chair by Peter Pilbeam, and seconded by Paula Diment. She was elected unanimously.
 - Chris Ward resumed the Chair of the meeting.
6. **General Discussion:** There followed general discussion and comment on:
- The new Community Allotment, and ways to liaise with and assist the effort.
 - The natural environment of the village, and whether property developers still have contributions to make.
 - The possibility of sharing arrangements for herb and other plants.

7. The Chair closed the meeting at 8.30pm.

Minutes compiled by

Justin Hiscock

Co-Secretary