**NORTHAMPTON TOWN & COUNTY SCOTTISH ASSOCIATION**

**MINUTES OF THE ANNUAL GENERAL MEETING HELD AT MOULTON COMMUNITY CENTRE, NORTHAMPTON ON SATURDAY, 21 APRIL 2018, AT 2.30 PM**

**CHAIR OF THE MEETING:** Mrs Catherine McDonald, Acting President, was invited to take the Chair.

**PRESENT**

Mrs Margaret McKee; Mrs Margaret Jones; Mrs Catherine McDonald, Mr Jerry McDonald, Mrs Allyson Russell; Mrs Sandra Berry; Mr Alex Berry; Mrs Betty Sheppard; Mr Ian Slatter; Mrs Ann Slatter; Mr John Bogan; Mrs Marie Bogan; Mrs Shirley Morrison; Mrs Angela Morrison; Mr Donald Morrison; Mrs Mary Roach; Mr Richard Aitken.

The Chair then requested one minute’s silence in remembrance of two of our members who had also been Past Presidents: Mr Alan Walker who died on 21 November 2017, and Mr Bob McKee who died on 6 March 2018. . Both were very active members of our Association and warm and high tributes were paid to them from the Chair on behalf of the Association. Our condolences were sent to Mrs Elizabeth Walker and Mrs Margaret McKee respectively.

**1 TO RECEIVE APOLOGIES**

Apologies have been received from Mrs S Greenham; Mr & Mrs D Lindsay, Mr & Mrs Brown; Mrs A Wilson; Mr & Mrs R Perkins; Mr & Mrs G Wood; Mrs E Walker; Mrs K Stewart; Mr & Mrs I Scott; Mr L Roach; Mrs J Osborne.

**2 TO RECEIVE AND APPROVE MINUTES OF THE AGM HELD ON 22 APRIL 2017**

The Minutes of the meeting held on 22 April 2017 were accepted by the Meeting as a true record of the proceedings, proposed by Mrs Betty Sheppard, seconded by Mr Alex Berry and unanimously approved.

**3 MATTERS ARISING FROM THE MINUTES**

There were no matters arising that were not on the Agenda.

**4 TO RECEIVE AND ADOPT THE REPORT OF THE EXECUTIVE COUNCIL**

The Honorary Secretary, Mr Jerry McDonald, presented the Annual Report of the Executive Council, a copy of which is appended to these Minutes. Acceptance of the Report was proposed by Mrs Margaret McKee, seconded by Mr Ian Slatter and unanimously approved by the Meeting.

**5 TO RECEIVE AND ADOPT THE ANNUAL STATEMENT OF ACCOUNT AND TRUST FUND**

The Honorary Treasurer, Mrs Mary Roach, distributed copies of the Accounts for the year ended 28 February 2018 to all present and gave a detailed and comprehensive explanation of the account headings and material transactions. She also thanked the Auditors, Mr Richard Aitken and Mr Robert Perkins, for auditing the accounts, as well as always being there with advice and help.

The Hon Treasurer thanked all who are now using the bank transfer system with any payments due to our Association and continued to explain the procedure to safeguard the finances due to on-line banking. Only one person can access the accounts ie the Treasurer, who has access on-line. There are passwords and pass numbers to get into the account. At every Council meeting the Treasurer distributes an up-to-date copy of the on-line account so that all is visible to Council members. In the event of the death of the Treasurer, the passwords and pass numbers are in a sealed envelope in the safe-keeping of Mr Robert Perkins.

Mrs Betty Sheppard offered to donate £25 to cover the cost of the room hire for the meeting today and the Chair thanked her on behalf of the Association.

As there were no requests from the Meeting for any additional information or clarification, the Chair thanked Mary for her diligent and meticulous management of the Association’s finances.

The Meeting unanimously approved the Accounts, proposed by Mrs Allyson Russell and seconded by Mrs Shirley Morrison.

**6 TO RATIFY THE VALUE OF £150 AS THE DONATION TO THE AIR AMBULANCE BEING THE ASSOCIATION’S CHARITY FOR 2017/18**

The meeting ratified the £150, proposed by Mr Alex Berry and seconded by Mrs Allyson Russell.

**7 TO ELECT OFFICE BEARERS FROM NOMINATIONS RECEIVED BY THE SECRETARY**

The Hon Secretary advised the Meeting that no nominations had been received for the office of President.

Mrs Catherine McDonald, at the invitation of the Executive Council, has once again agreed to continue in office as Acting President, until a successor is identified but will delegate and share the duties of President with members of the Executive Council as and when required.

The Executive Council had decided to eliminate the office of Vice-President.

Mr Jerry McDonald, at the invitation of the Executive Council, has agreed to continue as Acting Hon Secretary until a successor is identified and Mrs Margaret Jones has offered to be the Minutes Secretary.

**8 TO ELECT MEMBERS OF THE EXECUTIVE COUNCIL FROM NOMINATIONS RECEIVED BY THE SECRETARY**

The Meeting was asked to ratify the appointments during the year of Mrs Allyson Russell. The Meeting ratified her appointment, proposed by Mrs Shirley Morrison, seconded by Mr Ian Slatter.

The Secretary advised the Meeting that he had received nominations for re-election of two Council members retiring by rotation. The Meeting duly approved the re-election of Mrs Catherine McDonald and Mrs Margaret Jones, proposed by Mr Alex Berry and seconded by Mrs Sandra Berry.

**9 TO NOMINATE THE ASSOCIATION’S CHARITY FOR 2018/19**

The Chair reported that, in the absence of a President, the Executive Council had nominated The Alzheimers Society. As it has to be a local charity and there was no branch of the Alzheimers Society based locally, the Hon Secretary is investigating the possibility of other Associations/Societies known locally which help and support sufferers and their families with Alzheimer’s Disease. The Meeting was asked to approve this move. Mrs Betty Sheppard proposed this, seconded by Mrs Shirley Morrison and unanimously agreed by the Meeting.

**10 ANY OTHER BUSINESS**

Mr Richard Aitken referred back to the Treasurer’s report, stating that expenses for the Schools’ Competition for Burns’ Poetry Recitals - £236.92 this year – amounts to approximately 10% of the Trust Fund and could be taken from the Trust Fund rather than the General Fund. A short discussion followed. Mr Aitken reminded the Meeting that the Trust Fund was set up as a “Charitable Fund”. It was agreed that his matter is to be discussed at the next Executive Council meeting.

On behalf of the Association, Margaret McKee presented the Chair, Mrs Catherine McDonald, with flowers for hosting and chairing events and meetings over the past year in the absence of a President.

There being no other business, the Chair thanked all on the Executive Council for all their support and hard work throughout the year as well as thanking members for attending.

Signed …………………………………………

Date …………………………………………....

**MDJ/27.04.18**