

**The Charles Causley Trust Ltd  
(Registered Charity No: 1152107)**

**Minutes of Annual General Meeting  
Wednesday June 12 2019, 10.00 am**

**Present:** Ian Tunbridge (IT – Chairman), Malcolm Wright - Company Secretary (MW), Mike Cooper (MC), Sylvia Wright (SW), Richard Sharland (RSh), Kate Stark (KS), Mary Utton (MU), Barry Helme - Treasurer (BH), Rita Skinner (RS)

Also present: Kate Cambell (KC), Rachael Morris (RM).

**1 Apologies** were received from 5 members

**2 Minutes of the AGM held on Thursday 29th November 2016.**

These were accepted as a true record of the meeting. They were signed by the Chairman. There were no matters arising.

**3 Chairman's Report**

IT wished to record his thanks to David Fryer for taking the Trust onto a place of strength. He also thanked KC and RM for their work over the past year.

He emphasised that the Trust could not rely on the paid staff to do everything, and he thanked Trustees for their contributions – in particular MW and BH as officers.

It had been a great year. The Arts Council project had proceeded as planned; the Festival was a great success; The new book looks very good and is a positive addition to the Trust's legacy; the Duke of Kent had paid a successful visit to Cyprus Well; Charles Causley had been poet of the month on the London Underground; the new bags had proved a popular item, giving the Trust wider publicity; the international poetry prize will be presented at the House of Lords next week; Cyprus Well may now become an income generator. The Trust will now be looking at ways of developing sustainability through long-term funding. This is now an exciting Trust to be a part of.

Thanks are due to the Arts Council and Cornwall Council and Launceston Town Council for their continued support.

**4 Company Secretary and Membership Secretary's Report (Malcolm Wright)**

MW reported that all legal obligations as a company and as a charity had been met. He suggested that Trustees ought to revisit the Articles of Association of the Trust, since the Trust had changed considerably with the new grant, and the Objects of the Trust in particular needed to be broadened in order to allow the Trust to reach its full potential.

**5 Treasurer's Report and accounts for 2017/8 (Barry Helme)**

The annual accounts and final report were circulated. MW suggested that, since the report had only just been received, Trustees and members might want more time to consider. RSh stated that in future years, Trustees should be able to approve the accounts prior to the AGM. MW reported that the accounts needed to be lodged with Companies House by June 30<sup>th</sup>. It was proposed that "the accounts be approved subject to any comments made back to MW before June 25<sup>th</sup>". This was proposed by RSh and seconded by KS.

**6 Appointment of Examiner of Accounts for 2018/19**

It was decided that this be the subject of further discussion.

**7 Re-election of Directors.**

In accordance with the Articles of Association, one third (four) Trustees/Directors had to resign. This year the four Trustees subject to re-election were Kent Stanton, Anna Maria Murphy, Rita Skinner and Barry Helme. All were re-elected.

**8 Election of new directors**

MW reported that Kate Star, Richard Sharland, David Devanny, Mary Utton and Penelope Shuttle had been appointed during the year. These appointments were confirmed.

**9 Appointment of Officers** (Chairman, Company Secretary, Treasurer)

Chairman – Ian Tunbridge

Treasurer - Barry Helme

Company Secretary - Malcolm Wright

These nominations were proposed en bloc by MU and seconded by RS. They were carried nem con.

**11 Any Other Business**

MW suggested that the next AGM be fixed at an earlier stage.

Signed.....Ian Tunbridge (Chairman)

Date:25/03/2020