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| **Minutes:** BTC Ltd AGM |
| **Meeting Date:** Wednesday 10th July 2019 |
| **Location:** Warwick Hilton |
| **Time:** Following BTC Ltd Board Meeting |
| **Attendees:** Independent Non-Executive Chair (Casting Vote): S Kirkland  Independent Non-Executive Director (Voting): T Humphries  Non-Executive Directors (Voting): L Heyes,, M Prewett, R Sergiew  Executive Directors (Non-Voting): K Beddows, T Nicholls, K Walton |
| **Apologies:** M Brunger, D Oliver |

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| **Meeting Notes and Agreed Actions** | **Lead Officer** | **Timeframe** | **Progress/Comments** | |
| **WELCOME AND INTRODUCTIONS** | | | | |
| The Chair thanked those attending and confirmed apologies received. |  | | | |
| Declarations of Interest | | | | |
| This item is detailed in the Board Meeting minutes of today’s date. |  |  |  |
| **Minutes of previous agm** | | | | |
| The Minutes of the BTC Ltd AGM held on 10th September 2018 were checked for accuracy and accepted as a true and accurate record:  Proposed: M Prewett  Seconded: R Sergiew  For: Unanimous | Chair |  |  | |
| **chair’s report** | | | | |
| The Chair thanked all Board members for their support during the past year. He reflected that BTC has moved forward despite the challenge this year presented by the Scotland members. The Chair reported that we still await a TOL, SCoT, BT, BTC meeting to be arranged. The Chair confirmed that SportScotland recognise the BTC and that BTC members do not need to be in SCoT to hire facilities in Scotland. | Chair |  |  | |
| **Financial Report and accounts** | | | | |
| The Finance Director presented the audited accounts for approval, copies of which had been sent by post to directors. The Finance Director highlighted that support costs had been reduced by £30K, and miscellaneous costs reduced by £5K. The Board accepted the accounts as presented:  Proposed: M Prewett  Seconded: L Heyes  For: Unanimous | Finance Director |  |  | |
| **ELECTION OF OFFICERS** | | | | |
| None required at this meeting. |  |  |  | |
| **AOB** | | | | |
| The Finance Director presented the Annual Safeguarding Report, which was duly received and accepted by the Board. This item be added to AGM Agenda as standing item. It was agreed that next year, a BTC report rather than Chair’s Report would be detailed on the agenda.  It was suggested and agreed that no accountant’s comments need appear on the report on the Accounts. |  |  |  | |
| **Next Meeting** | | | | |
| To follow BTC Ltd Board Meeting July 2020**,** date to be confirmed, at Warwick Hilton |  |  |  | |