



**SOUTH WEST COAST PATH ASSOCIATION**  
**Minutes of the 2<sup>nd</sup> Annual General Meeting held at The Falcon Hotel, Bude**  
**9<sup>th</sup> June 2017, 2pm**

**1. WELCOME BY CHAIRMAN**

The Chairman of the South West Coast Path Association, Ken Carter (KC) welcomed everyone to the 44<sup>th</sup> meeting as the Association but 2<sup>nd</sup> meeting as a CIO charity. Ken thanked those 98 members and 11 non-members who had taken the effort to attend. The furthest member came from Wolverhampton.

**2. APOLOGIES FOR ABSENCE**

Apologies were made from those members unable to attend were recorded:

Maureen and Brian Panton, Bournemouth  
Lizzie Wallis, Ermington  
Mary Weston, Penryn  
Margi Hawkins, Kingsbridge  
Jeremy Weller, Poole  
Wendy & Tony Hayward, Wokingham  
Dave & Melanie Westcott, Exeter  
Thirza Goaman, Hartland  
Martin Davis, Nottingham  
Mike Wright, Barnstaple  
Keith Moore, Exmouth  
John Draper, Penryn  
Mike and Joan Long, Barnstaple  
Pauline Garfield, Porlock  
James and Linda Skinner, Gloucestershire  
Roger and Sue Hawkins, Henley In Arden  
Roger Morgan, Salisbury  
Bill Wells, Cleveland  
Julia Money, Abingdon  
Ann Clegg, Sheffield

**3. MINUTES OF THE 2016 AGM**

There were no corrections to the 2016 AGM minutes and these were accepted and proposed by Mike Savva, seconded by Carol Austin and approved unanimously.

#### 4. **MATTERS ARISING FROM THE PREVIOUS MINUTES**

- i. Item 5a-17 – The Association wound up the old charity in Sept 2016, as all activities and assets have been moved to the new CIO charity.
- ii. Item 5a-4 Governance Structure of the Association: There is now a new Membership and Fundraising Committee, which works alongside the Finance and Path committees.
- iii. Item 5a.11 Coastal Communities Fund update: A report was sent out in the spring mailing outlining all the work that had been completed. The capital programme delivered 41 projects to repair the Path and the revenue programme has paid for much of the Association's recent transformation. A report was presented to the Coastal Communities Minister Andrew Percy MP, but due to 2017 General Election purdah, there has been no follow up action. Going forward, we need to build on the momentum started with and support from donors, members and businesses will carry on investing in the Path.
- iv. 5a.12 Agreement with the National Trust: Work has started to ensure the value of the Association is acknowledged by the NT. EP regularly meets with NT staff to ensure we are working together well and this includes our partnership with them for the 2017 Challenge event.
- v. 5a.15 National Trails budget: Natural England proposed to half the budget given to maintain all the National Trails but through Association campaigning, the decision was quickly reversed and the budget maintained in full for this year. However, the Association is unsure what will happen in the future as funding is still uncertain beyond this year. Also as the England Coast Path gets established, this will stretch the budget even further. The Association alongside other National Trail Partnerships is seeking a 5-year funding agreement. Letters were recently sent to all Parliamentary candidates, a copy is on the website, so EP urged members to use these messages when talking to local MPs.
- vi. Item 7.3 Public Enquiry Dorset –Abbotsbury diversion: To date, there has been no feedback from the Planning Inspector who led the public enquiry.

#### 5. **ANNUAL REPORT AND ACCOUNTS**

##### **5a Annual Report**

KC presented and highlighted the key elements of the Annual Report which were available on the day in all delegate packs and also online.

[5a-1] The majority of members present at the meeting had attended the morning presentation which gave an overview of the work the Association has been doing. He stressed that if any members missed it, the office would be happy to email or post out the presentation slides.

[5a-2] KC explained that the Association has now completed year 3 of its 5-year business plan. Individual member numbers had increased to 6679 with 500 Business members at the end of 2016, which is an amazing achievement of 20% increase in one year. It was a brave decision to increase subscriptions from £14.50 to £22, but these results have shown that members want to see funds go to improve the Path.

[5a-3] The Association had successfully completed the CCF Grant, the capital element had enabled 41 improvements to be made to the Path with an expenditure of £620K (these funds are passed to partners and do not show within our accounts).

[5a-4] The CCF Revenue for 2015/2016 has helped improve our office admin systems, enabling us to grow further and support our members even more.

[5a-5] There has been significant progress in delivering our Business Plan due to CCF support and many of its actions have been completed. As a result the Trustees have made a decision to review the 5-year business plan a year early, at the end of the 4<sup>th</sup> year, with a view to adopting a new business plan with a further 5 year timescale to 2022.

[5a-6] Thanks were given to EP and the Association for engaging with MP's and Westminster officials along with other National trails. This helped avoid the potentially devastating 50% cut in the maintenance grant given to the Highway Authorities.

[5a-7] Work continues with other National Trails to secure 3 year+ funding agreement with Central Government.

[5a-8] Promotion of the Path has been given a big boost with a Discover England Fund (DEF) grant enabling the Association to produce promotional materials for overseas visitors and in the UK.

[5a-9] The Association has been able to respond to significant challenges during the year in order to support the Path and grow memberships. The Annual Report reflects the growth and a healthy account position.

[5a-10] KC asked members for any specific questions arising from the report, of which there were none.

### **5b Annual Accounts**

[5b-1] George Coles (GC) confirmed that the full set of Accounts, inspected by Bishop Fleming were sent out in the spring mail-out but can also be viewed on the website.

[5b-2] GC explained that this was the first full year for the CIO and that no previous year's accounts were being presented for comparison.

[5b-3] GC confirmed that the income was up 23%, while expenditure was up 46%, with a surplus transferred to reserves down 38%. The Charity Commission expect the Association to review and maintain 3-6 months of reserves, which is achieved in this year's plan. He explained that the Association is managing to keep the cost of fundraising to a sensible level. GC asked for if there were any questions.

[5b-4] Anne Cameron asked about the Charitable Activity Income.

EP responded that there were monies from DEF, trusts and grants, as well as from the CCF Fund (for back office investment, database etc), as well as funding from Path improvement projects. She explained that the Association has been going through a transformation period and will need to generate further new funding streams. The proposed action is to go through a business plan review process a year early, to sustain levels of activity and produce a financial model with several income streams (legacies, donations, trusts & grants) to deliver a new set of priority actions to benefit the path. It is anticipated that over the next 5 years' the Association is looking to grow further based upon sound financial planning.

### **5c Approval of the Annual Report and Accounts**

The acceptance of the Annual Report and Accounts were proposed by Anne Cameron, seconded by Graham Keene and approved unanimously.

## **6. ELECTION OF TRUSTEES**

[6-1] KC reminded members that a full list of those members putting their names forward for election was in the delegate pack along with the names of those proposing and nominating them.

[6-2] KC confirmed that those present at the AGM were voting for Trustees only and that the Board of Trustees then elected specific officers, as per the Constitution.

[6-3] KC thanked two Trustees not standing for re-election: Margaret Bonner, a long-standing Area Rep who will continue in her Area Rep role. Chris Hatton who also served as a long-standing Area Rep and Trustee. KC thanked them both for all their time and effort as Trustees.

[6-4] KC announced that the board had co-opted two new Trustees during the year; Jessica Slack and Nicola Holmwood who were now standing for election. The Board is likely to co-opt additional Trustees during 2017, as the Constitution permits up to 12 Trustees, with nominations currently at 10.

[6-5] KC temporarily asked Peter Scupholme to conduct the election for position of Chair.

[6-6] KC was proposed by Dr. Robin Ladkin and seconded by Mr Malcolm Elliot. All were in favour and KC reassumed the Chair.

[6-7] KC asked those Trustees not sitting at the top table to stand and identify themselves to the membership and it was suggested and agreed that the rest of the Trustees be proposed en-bloc:

[6-8] Peter Scupholme (vice-chairman), was proposed by Brian Panton and seconded by Carole Austin.

[6-9] George Coles (treasurer), was proposed by Mike Torrens and seconded by Hilary Bick.

[6-10] Andrew Lack (Hon Sec), was proposed by Anne Cameron and seconded by Spencer Lane.

[6-11] Steve Church, was proposed by Beverley Clemo and seconded by Richard Cocking.

[6-12] Keith Wainwright, was proposed by Aidan Winder and seconded by Gary Holpin.

[6-13] Martin Davis, was proposed by John Harker and seconded by Jenny Wilson.

[6-14] Graham Keene, was proposed by Rick Harmes and seconded by Richard Elloway.

[6-15] Jess Slack, was proposed by Lizzie Wallis and seconded by Chris Hatton.

[6-16] Nicola Holmwood, was proposed by Peter Scupholme and seconded by Brian Panton.

All were in agreement.

[6-17] KC reminded members that Area Reps roles were not covered in the Governance of the CIO, and so their roles would not be voted on today. He thanked all the current and previous Area Reps, as well as Local Reps for their work throughout the past year.

## 7. **AOB**

[7-1] Ron Beale stated that he preferred the old Guide Book 2015, as he felt it contained a lot more information about businesses. SC responded and explained his involvement in the Guide Book working group. He mentioned that the guide is currently being reviewed and any changes will be made for the benefit of all users. He stressed that we don't want to lose the connection with older members of the Association, but want to find the best of both worlds. All points received on the guide content will be considered.

[7-2] Chris Hatton, before stepping down as Trustee, had devised a spreadsheet detailing areas of the Path where there no accommodation appeared in the guide. It had been suggested that in these areas that a Business might sign up for free, as this could be construed as a service to walkers. This will be reviewed by the working group.

[7-3] Mark Overd commented that at Admirals Hard, the wrong mileage is shown on the stone and could be misleading. Mark Owen mentioned that he was talking with Area Reps to find where improvements can be made, Admirals Hard and parts of Plymouth waterfront could be example of this.

[7-4] There were no more questions and the meeting closed at 3.30pm