



# Scottish Local History Forum

Scottish Charity Number: SC015850

## MINUTE of ANNUAL GENERAL MEETING

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**Monday 24 October 2022**

**by Zoom video-conference**

### Apologies

#### Present:

Steve Connelly (Hon Chair), Jan Bateman (Hon Treasurer), Andrew Jones (Hon Secretary), Colin Brown, Jenny Burgon, Moray Cattanach, Anne Doubal, Andrew Eadie, Dr John Harris, Mike Harrison, Derrick Johnstone, James Kennedy, Nick Marshall, Don Martin, Moira McCord, Dr James McCormack, Finlay McKichan, David Oswald, Carol Primrose, Linda Riddell, Nicky Small, Nora Solesbury, Jamie Sutherland [23]

#### Apologies:

James Brown, Graham Clark, Linda Clark, Murray Cook, Ian Copland, Niall Logan, Ian Shearer, Flora Wallace

### Minute of last meeting

The Minute of the Annual General Meeting held on 25<sup>th</sup> October 2021 (published on the Forum's website) were adopted without amendment. Proposed James Kennedy, seconded Nora Solesbury, carried *nem con*.

### Annual Report – Steve Connelly (Hon Chair)

Steve referred members to the Trustees' Annual Report document, which had been published and circulated ahead of the meeting, for full details of the Forum's activities and achievements during the year.

He highlighted the tributes to the late Professor Paul Bishop, who resigned as Chair and trustee due to ill-health at the beginning of 2022 and died shortly afterwards. The Trustees were all greatly saddened by Paul's abrupt passing and had made every effort to carry on the work of the Forum in his absence, doing all that they could in the aftermath of the pandemic restrictions.

Steve continued by expressing thanks to the Trustees for all their help after he took over as Chair, highlighting: Don Martin and James Brown for their work producing *Scottish Local History*; James Kennedy and Linda Clark for producing *Clish-Clash*; Nora Solesbury for preparing the reports published in alternate issues of *History Scotland* magazine; and Nicky Small for taking over the organisation of the conferences at the beginning of the year.

## Accounts for the year 1<sup>st</sup> August 2021-31<sup>st</sup> July 2022 – Jan Bateman (Hon Treasurer)

Jan noted that revenue for the year was significantly up at £18,647 (2021 - £12,074), largely due to the submission and payment of 4 years' worth of Gift Aid. The Forum also made a small income on events (£865) by charging a small fee for attendance at the Zoom-based conference. Expenditure was slightly lower at £13,480 (2021 - £14,360) although last year's figure was inflated because two years' website fees were paid within that year. Consequently, the Forum ended the financial year with very healthy reserves of £32,003 (compared with £26,836 in 2021). Even without the exceptional items the Forum would still have shown a small surplus for the year.

Membership numbers increased slightly during the year. The effect of increasing the membership subscription agreed at the last AGM will only be seen in the accounts from the present year.

James Kennedy queried whether it would be possible to apportion items like the 4 year Gift Aid claim over the relevant years' accounts in the future, thereby giving a clearer picture of the Forum's finances in any particular period.

Jan replied explaining that such would be possible if the forum were to switch its accounts from being on an 'actual' basis – i.e. recognising income and expenditure only when it was actually received and paid – to an 'accrual' basis – where payments are recognised as soon as they are confirmed due. The latter is more complex, entails more work for the treasurer and greater supervision from the independent examiner with a knock-on effect on time taken and, possibly, costs.

However, the intention is to claim Gift Aid more frequently – there will be a further 2 years' worth available to be claimed during the current year, which will bring the claims up to date.

## Subscription for the year 1<sup>st</sup> October 2023-30<sup>th</sup> September 2024 – Jan Bateman

The subscription increase agreed at last year's AGM (previously authorised in 2019 but postponed due to the pandemic) is only now taking effect as these decisions are always in respect of renewals in the membership year following that in which the AGM is held.

Jan noted that, although costs are likely to go up (for example, an as yet undefined but significant increase in Journal production and distribution costs is expected), the state of the Forum's finances doesn't merit seeking a further increase just now, a view endorsed by the Trustees.

Jan formally proposed **no** change from the current subscription rates for the membership year 2023-24. The motion was seconded by Nicky Small and carried *nem con*.

## Appointment of External Examiner – Jan Bateman

Mark Gallacher BA CA of EQ Accountants LLP in Dundee has acted as independent examiner of the Forum's accounts for some time now but is retiring from practice and will not be able to do so next year. Mr Gallacher is kindly enquiring for another volunteer within the practice to take on the work on a similar basis (he has performed the work *pro bono* to date). In the circumstances, there being no named candidate available, the meeting was asked to leave the appointment of a replacement in the hands of the Trustees for ratification at next

year's meeting. This was formally proposed by Steve Connelly, seconded by Andrew Jones, and carried *nem con*.

Jan went on to ask those present to contact her if they knew of any suitably qualified individuals who might be willing to take on the role of independent examiner, in case existing enquiries proved fruitless.

Steve Connelly asked Jan to pass the Forum's thanks to Mr Gallacher for all that he has done for the Forum to date.

### Election of Officers and Trustees – Andrew Jones (Hon Secretary)

Andrew reported that James Brown was not standing for re-election as a Trustee and acknowledged James' past contribution to the work of the Forum with gratitude.

Consequently, with Paul Bishop's resignation earlier in the year, there were ten Trustees/Office Bearers standing for re-election. These had been proposed and seconded as follows:

	<b>Proposed</b>	<b>Seconded</b>
Steve Connelly, Hon Chair	James Kennedy	Jan Bateman
Jan Bateman, Hon Treasurer	Steve Connelly	James Kennedy
Andrew Jones, Hon Secretary	Steve Connelly	James Kennedy
Don Martin	Steve Connelly	James Kennedy
James Kennedy	Steve Connelly	Jan Bateman
Jamie Sutherland	Steve Connelly	James Kennedy
Nicola Small	Steve Connelly	James Kennedy
Nora Solesbury	Steve Connelly	James Kennedy
Linda Clark	Steve Connelly	James Kennedy
Colin Brown	Steve Connelly	James Kennedy

In addition, Linda Riddell had offered herself as a new Trustee and been duly nominated, proposed by Steve Connelly and seconded by Jan Bateman.

There were no nominations from the floor of the meeting.

The motion to re-elect the existing Trustees and Office Bearers en bloc was carried *nem con*, as was the election of Linda Riddell.

### Election of Advisory Committee – Andrew Jones (Hon Secretary)

Andrew started by advising that, although Annie Tindley was recorded as being elected to the Advisory Committee in the minutes of the last AGM it had not been possible to identify an affiliated association that she could represent and, in consequence, she had been unable to join the committee.

He went on to advise that, since the publication of the Notice of AGM, Elena Koumpouzi (East Dumbartonshire Heritage and History Forum) had confirmed she would not be standing for re-election, which left nine Advisory Committee members standing for re-election: Niall Logan (Milngavie Heritage Centre), Murray Cook (Stirling Council Archaeologist), Eve Boyle (Historic Environment Scotland), David Oswald (LOCSCOT), Ian Shearer (Friends of

Kinneil), Ian Copland (Cupar Heritage Society), Sandra Purves (Broughton History Society), Ian Duffus (Edinburgh Libraries), Patrick Hart (National Library of Scotland).

In addition, Derrick Johnstone had been nominated by the Old Edinburgh Club to join the Advisory Committee and confirmed his willingness to do so.

There were no nominations from the floor.

Andrew formally proposed that the above ten named be elected to the Advisory Committee for the current year. The motion was seconded by Findlay McKichan and carried *nem con*.

### Any other business

James Kennedy gratefully acknowledged Steve Connelly efforts picking up the mantle of Chair in difficult circumstances. The sentiment was echoed by the meeting.

Steve Connelly drew members' attention to plans for an Annual Conference to be held in the Spring (probably April 2023), confirming the intention to return to an in-person format, probably in Perth, with the possible option of online attendance being investigated. The theme will 'Science, Engineering and Technology' and full details will be circulated to members when available.

Steve also paid tribute to Doris Williamson who retired as Membership Secretary in July. Doris has served the Forum in a number of capacities – Journal editing, general administration and latterly Membership Secretary – over many years for which all who encountered her are very grateful.

Members were reminded that the email address for membership (or any other matter) is [scottishlocalhistoryforum@gmail.com](mailto:scottishlocalhistoryforum@gmail.com) (or via the contact form on the web page).

### Date of 2023 AGM

The date of the next meeting will be announced in due course (expected to be at a similar time in October 2023).

In answer to a question, Steve Connelly confirmed the intention to continue holding the AGM via Zoom videoconferencing as it appears to help ensure a wider range of members are able to attend than would be the case if travel was involved. Acknowledging that some members are not in a position to join an internet meeting it was noted that, as well as being accessible on a computer, tablet or smartphone, Zoom meetings can also be joined by dialling in from a standard telephone, an option that should be specifically offered for future AGMs.

There being no further business Steve closed the meeting, thanking all those attending.