

**Severnside Sirens Trust Ltd**  
**Annual General Meeting held on**  
**Tuesday 8<sup>th</sup> September at 11.00am**  
**Held via video-conference due to COVID-19**

PRESENT: Reyna Knight (Chairman, Trustee), Don Alexander (Trustee); Ian Cameron (Trustee); Cllr. Robert Griffin (Trustee), Ian Roberts (Trustee); Cllr. Jo Sergeant (Bristol City Council), Nigel Parsons (Bristol City Council); Alex Stafford (North Somerset Council); Rob Simmons (Avon & Somerset Police), Simon Halliday (Port Police); Ify Wood (CHL-PS)& Victoria Bywater (Secretariat, Cooksley & Co. Ltd.).

Item Number	Details	Action By
<b>AGM2020 – 1</b> <b>Apologies for absence</b>	The meeting commenced at 11.05am and it was confirmed that apologies had been received from Martin Bennett (Flo Gas); Mark Coldrick (Bristol Port Company); Les Cox (Brooking Ruse Accountants); Gareth Price (Highways England); Peter Tyzack; Shailesh Purohit (CLH-PS) & Gareth Reece (CLH-PS)	
<b>AGM2020 – 2</b> <b>Minutes of the 2019 AGM</b>	The Chairman confirmed that the minutes of the 2019 AGM had been circulated with the AGM Notice.  The minutes of the 2019 AGM were proposed by Ian Roberts, seconded by Ian Cameron as a true record and approved by all those in attendance.	
<b>AGM2020– 3</b> <b>Matters Arising</b>	The Chairman asked if the attendees wished to raise any matters relating to the minutes.  Victoria Bywater updated the meeting regarding the installation of new equipment at Siren 12, Redcliffe Bay Portishead. VB reported the purchase of the new equipment following a report from Federal Signals on the requirements of the site. VB further reported that on receipt of the equipment SSE had raised issues with the suitability of the equipment provided given the required location of the siren. VB advised the meeting that SSE continue to work on a solution which has been hampered by COVID-19 restrictions but the work is ongoing.	
<b>AGM2020 – 4</b> <b>Chairman’s Report</b>	The Chairman confirmed that the formal Chairman’s Report had been included within the Accounts that were circulated with the AGM Notice.  The Chairman thanked the Secretariat for the ongoing support during the year.	
<b>AGM2020 – 5</b> <b>Accounts</b>	The Chairman confirmed that the Accounts for the Year Ending 31 <sup>st</sup> March 2020 had been circulated with the AGM Notice.  It was confirmed that the expenditure covering the repairs and upgrading of the siren system was in line with the budgets approved by the Trustees and that the loss reported is largely attributed to the depreciation cost of equipment.  Victoria Bywater noted that the reduction of income following the closure of the Avara site.  The Accounts for the Year Ending 31 <sup>st</sup> March 2020 were proposed by Ian	

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	Cameron, seconded by Ian Roberts. and approved by the meeting.	
<b>AGM2020 - 6 Elections of Chairman &amp; Trustees</b>	<p>The Chairman handed over proceedings to Victoria Bywater to conduct the election of Chairman who asked for nominations.</p> <p>It was confirmed that Reyna Knight was prepared to stand as Chairman and on the proposal made by Jo Sergeant seconded by Ian Cameron Reyna Knight was unanimously elected Chairman.</p> <p>Reyna Knight took the Chair confirming that Mr Simon Halliday had offered to stand as a Trustee.</p> <p>The Chairman confirmed that Scott Parkman had resigned as a Trustee and noted a vote of thanks to be recorded.</p> <p>It was confirmed that all other existing Trustees are prepared to stand for re-election.</p> <p>The Chairman proposed and Ian Cameron seconded that all Trustees and Simon Halliday be elected which was approved unanimously by the meeting.</p> <p>The Chairman updated the meeting that new Trustees are being actively encouraged to join the Board.</p>	
<b>AGM2020 – 7 Independent Examiners</b>	The Chairman proposed the continuation of Brooking Ruse Chartered Accountants as the Independent Examiners, seconded by Jo Sergeant and this was approved by the meeting.	
<b>AGM2020 – 8 AOB</b>	<p>There was no further business.</p> <p>The Chairman thanked the attendees for attending.</p>	
<b>Date of next meeting</b>	<p>The next AGM will be held approximately 2 months after the conclusion of the year end (31<sup>st</sup> March 2021).</p> <p>With no further business, the meeting ended at 11.15 am.</p>	C&C