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Severnside Sirens Trust Ltd

Notice of Annual General Meeting

Tuesday 7th June 2022

The Farm Office | Redend Farm | Station Road | Pilning | Bristol | BS35 4JW

Starting at 11am

TRUSTEES 2021/ 2022

Chairman: Mrs Reyna Knight

Trustees: Cllr Donald Alexander; Mr Ian Cameron; Cllr Robert Griffin; Mr Ian Roberts and Cllr Timothy Snaden.

MEMBERS

<i>Augean Treatments</i>	<i>North Somerset Council</i>	<i>Esso Petroleum Co. Ltd.</i>	<i>Yara UK Ltd.</i>
<i>Bristol City Council</i>	<i>South Glos. Council</i>	<i>CLH-PS Ltd</i>	<i>Valero Energy Ltd.</i>
<i>Bristol Port Company</i>	<i>Transco LNG Terminal</i>	<i>Esso Petroleum Co. Ltd</i>	<i>Yara UK Ltd.</i>



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To: ALL MEMBERS

Please take this document as formal notification of the Annual General Meeting of the Sevenside Sirens Trust Ltd which will take place on Tuesday 7th June 2022 at The Farm Office, Redend Farm, Station Road, Pilning, Bristol, BS35 4JW starting at 11.00hrs.

AGENDA

- 1. Apologies for absence**
- 2. Minutes of the last AGM - Appendix A**
- 3. Matters arising**
- 4. Chairman's report**
- 5. Presentation of Accounts Year Ended 31 March 2021**
- 6. Elections**
 - **Chairman**
 - **Trustees**
- 7. To consider the appointment of the Independent Examiners**
- 8. AOB**

APPENDIX B – MINUTES OF THE 2021 ANNUAL GENERAL MEETING

Sevenside Sirens Trust Ltd Annual General Meeting held on Tuesday 8th June 2021 at 11.00am held via video-conference due to COVID-19.

PRESENT: Reyna Knight (Chairman, Trustee), Don Alexander (Trustee); Cllr. Robert Griffin (Trustee), Ian Roberts (Trustee); Jo Sergeant (Trustee), Simon Halliday (Trustee); Dariya Nurtazayeva (FloGas); Alex Stafford (North Somerset Council) & Victoria Bywater (Secretariat, Cooksley & Co. Ltd.).

Item Number	Details
AGM2020 – 1 Apologies for absence	The meeting commenced at 11.00am and it was confirmed that apologies had been received from Ian Cameron (Trustee); Les Cox (Brooking Ruse Accountants); Simon Hailwood (South Gloucestershire Council); Nigel Parsons (Bristol City Council); Rob Simmons (Avon & Somerset Police),
AGM2020 – 2 Minutes of the 2020 AGM	The Chairman confirmed that the minutes of the 2020 AGM had been circulated with the AGM Notice. The minutes of the 2020 AGM were proposed by Ian Roberts, seconded by Robert Griffin as a true record and approved by all those in attendance.
AGM2020– 3 Matters Arising	The Chairman asked if the attendees wished to raise any matters relating to the minutes. No matters relating to the minutes were raised.
AGM2020 – 4 Chairman’s Report	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 her fellow Trustees and the Secretariat for the ongoing support during the year.
AGM2020 – 5 Accounts	The Chairman confirmed that the Accounts for the Year Ending 31 st March 2021 had been circulated with the AGM Notice. The Accounts for the Year Ending 31 st March 2021 were proposed by Ian Roberts, seconded by Simon Halliday and approved by the meeting.
AGM2020 - 6 Elections of Chairman & Trustees	The Chairman handed over proceedings to Victoria Bywater to conduct the election of Chairman who asked for nominations. It was confirmed that Reyna Knight was prepared to stand as Chairman and on the proposal made by Jo Sergeant seconded by Ian Roberts Reyna Knight was unanimously elected Chairman. Reyna Knight took the Chair that all other existing Trustees were prepared to stand for re-election. The Chairman proposed and Ian Roberts seconded that all Trustees be elected which was

	approved unanimously by the meeting.
AGM2020 – 7 Independent Examiners	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.
AGM2021 – 8 Administration office	Victoria Bywater confirmed that the administration office for the Trust would be moving to Redend Farm, Pilning, Bristol by the end of June 2021 noting the registered address for the Trust remains as per the Account office of Brooking Ruse Accountants.
AGM2020 – 9 AOB	<p>Jo Sergeant requested a combination of video-conferencing and face-to-face meetings for the Trust once restrictions relating to COVID-19 are lifted to reduce carbon footprint.</p> <p>Discussion was held on this matter and it was agreed that a combination of video-conferencing and face-to-face meetings for the Trust once restrictions relating to COVID-19 are explored.</p> <p>Victoria Bywater requested a contribution towards the cost of the video-conferencing facility going forward which had been absorbed by the administration contract to date, all agreed.</p> <p>The Chairman thanked the attendees for attending.</p>
Date of next meeting	<p>The next AGM will be held approximately 2 months after the conclusion of the year end (31st March 2021).</p> <p>With no further business, the meeting ended at 11.20am.</p>