

## Minutes

**For** NDCS 72<sup>nd</sup> Annual General Meeting

**At** Ground Floor South, Castle House, 37-45 Paul Street,  
London EC2A 4LS

**On** Tuesday, 4 October 2016 at 4pm

### Present:

**Trustee Board:** Lisa Capper (Chair Trustee Board) Chair of the meeting

**Staff:** Susan Daniels (Chief Executive)  
Helen Cable (Director of Children, Young People and Families)  
Mike Wade (Director Fundraising and Communications)  
Michelle Gardner (Deputy Director Governance and Planning)

## Introduction

The Chair extended a warm welcome to all attendees and declared the AGM open.

### **Item 1 – Apologies for absence and announcements**

No apologies had been received.

There were no announcements.

### **Item 2 – Minutes of the 71<sup>st</sup> AGM held on 6 October 2015**

The minutes were agreed as a true and accurate record of the 71<sup>st</sup> AGM. The Chair approved and signed the minutes.

### **Item 3 – Matters arising**

There were no matters arising.

### **Item 4 – Honorary Chair’s presentation of the NDCS Annual Report and Accounts for the year ended 31 March 2016**

The Chair noted that NDCS’s performance over the year ended 31 March 2016 had been set out in the Report and Financial Statements for the period, which is available on the NDCS website, and in hard copy at the meeting. There were no questions on this report.

### **Item 5 – Honorary Treasurer’s presentation of the audited accounts for the year ended 31 March 2016**

The Chair presented the NDCS’s audited accounts for the year ended 31 March 2016 and stated they were available on the NDCS website, and that copies had been brought to the meeting. There were no questions on the annual accounts.

**Item 6 – Ordinary Resolution One: To receive the report of directors, the annual accounts for the year ended 31 March 2016, and the auditors’ report**

The meeting voted to adopt Ordinary Resolution One to receive the NDCS report of directors, the annual accounts for the year ended 31 March 2016 and the auditors’ report. The Chair thanked the NDCS Finance team and others involved for their hard work in producing the accounts and statements.

**Voting:** For 237, against 4, abstained 7.

**Item 7 – Ordinary Resolution Two: To re-appoint the auditors Kingston Smith LLP, Devonshire House, 60 Goswell Road, London EC1M 7AD, as NDCS’s auditors and to authorise the Trustee Board to fix their remuneration.**

The meeting voted to adopt Ordinary Resolution Two to re-appoint the auditors Kingston Smith LLP, Devonshire House, 60 Goswell Road, London EC1M 7AD, as NDCS’s auditors for the year 2016/17, and to authorise the NDCS Trustee Board to fix their remuneration.

**Voting:** For 243, against 3, abstained 2.

**Item 8 – Ordinary Resolution Three: To elect a member of the Trustee Board:**

The meeting voted to adopt Ordinary Resolution Three to elect Jan Rutherford to the Trustee Board.

**Voting:** For 245, against 3, abstained 2.

**Item 9 – Ordinary Resolution Four: To re-elect members of the Trustee Board who retire by rotation:**

The meeting voted to adopt Ordinary Resolution Three to re-elect two members of the Trustee Board: Jane Hill and Claire McClafferty.

**Voting:** Jane Hill – For 244, against 1, abstained 1.

**Voting:** Claire McClafferty – For 245, against 0, abstained 2.

Both Jane Hill and Claire McClafferty are re-elected to the Trustee Board.

**Item 10 – Any other business**

There was no other business.

The Chair thanked the Treasurer and Officers of NDCS.

**Item 11 – Date of the NDCS Annual General Meeting 2017**

The date of the 73<sup>rd</sup> AGM will be on Tuesday 3 October 2017.

The meeting closed at 4.05pm