**MINUTES OF NATIONAL DIGNITY COUNCIL ANNUAL GENERAL MEETING**

**Held via Zoom on 30th November 2022 – this meeting was adjourned from October 13th 2022.**

Meeting Commenced at 18.00.

Present: Jan Burns MBE Chair, Trustee

Alan Clark MBE Trustee

Clare Coplestone Trustee

Roisin Burton Trustee

Rekha Elaswarapu Trustee

Lesley Flatley Trustee

In Attendance Liz Taylor Honorary Secretary

Apologies Jane Finnerty Honorary Treasurer

1.3.22 Conflicts of Interest

None declared.

2.3.22 Minutes of Annual General Meeting 2021

The minutes were accepted as accurate.

Proposed Roisin Burton; Seconded Rekha Elaswarapu

3.3.22 Matters Arising

There were no matters arising.

4.3.22 Annual Report

The report had been circulated prior to the meeting. Members commented that the report read very well and really showed that the Council is an active entity. Jan Burns MBE commented that in March there had been 115,000 champions, but that the latest figure was 160,622, which was a significant increase in the 6 months since the year end. It does show that there is an active audience for the work of the Council. It had also been ascertained that there 10,000 registered users of the website, which was again a very positive figure. The meeting thanked Liz Taylor for pulling the report together.

Acceptance of the report was proposed by Alan Clark and seconded by Clare Copleston. The meeting accepted the report.

5.3.22 Accounts

These had been included in the Annual report. There were no questions from the Trustees, however it was noted that also the Council was solvent there was a need to acknowledge that funding was limited and there was a need to access grants and more sustainable sources of income. The Meeting thanked Jane Finnerty in her absence for the hard work In keeping accounts up to date. The accounts were accepted by the meeting.

Proposed Roisin Burton, seconded Lesley Flatley.

6.3.22 Motions affecting the constitution

The meeting discussed the two proposed amendments to the constitution. It was noted that the amendments gave the ability to ensure that skill sets were not lost to the Council at crucial times.

The amendments were accepted.

Proposed Alan Clark MBE seconded Roisin Burton.

7.3.22 Appointment of Trustees

All current Trustees indicated that they were willing to continue in post. In the light of the amendments to the Constitution all Trustees were reappointed. It was noted that currently there were only 6 Trustees in post, and Rekha Elaswarapu and Jan Burns MBE are due to retire this year. If these retirements took place then the Council would not meet its constitutional obligations. It was agreed that both should remain in post as Trustees, but would retire as soon as new Trustees were approved.

8.3.22 Appointment of Chair

At previous meetings the Trustees had discussed a proposal that Jan Burns MBE should retire as Chair of the Board of Trustees and become the Chief Executive Officer of the Council. This was to be an unpaid position initially, to give time for the Board to adjust too new ways of working and to ensure that Jan Burns MBE skill set would not be lost. However there were concerns that if Jan Burns MBE retired as a Trustee at this point in time, there were insufficient Trustees in post. It was therefore suggested that Jan Burns MBE should stay on as a Trustee but begin to assume the role of CEO, this would give time for an effective handover, and enable the recruitment of new Trustees into a stable Board. There was no one amongst the current Trustees who had the capacity to take on the full Chair role at this time. After much discussion it was suggested that the Chair role should be shared amongst three Trustees with each taking the role for a three month period. This was a practical solution that would facilitate stability and enable the strengths of current Council to be properly utilised. Clare Copleston, Lesley Flatley and Roisin Burton agreed to take on the role for a rotating three month period, accepting that Alan Clark MBE and Rekha Elaswarapu did not have the capacity at this time. This would also give time to work out the best arrangements for line-managing the CEO once Jan Burns MBE retires as a Trustee.

9.3.22 Appointment Of Chief Executive Officer

Jan Burns MBE was appointed to the Chief Executive Officer role.

Proposed Lesley Flatley, seconded Alan Clark MBE

10.3.22 Appointment of Honorary Treasurer

Jane Finnerty has agreed to continue in the role. The meeting therefore appointed Jane Finnerty to the position of Honorary Secretary

Proposed Rekha Elaswarapu, seconded Lesley Flatley

11.3.22 Any Other Business

None at this time.

The meeting was formally closed at 18.50.