

**Minutes of the Marches Local Enterprise Partnership Ltd Annual General Meeting
27 September 2022 at 3.00pm
Meeting held at Ludlow Racecourse
(Company Number: 11822614)**

Present:

Mandy Thorn MBE DL	MT	Chair, Marches LEP
Sonia Roberts	SR	Social Inclusion Champion; Deputy Chair, Marches LEP
Frank Myers MBE	FM	Herefordshire Business Board Chair
Andrew Manning Cox	AMC	Hereford Enterprise Zone Chair
Cllr David Hitchiner	DH	Leader, Herefordshire Council
Cllr Lezley Picton	LP	Leader, Shropshire Council
Cllr Lee Carter	LC	Cabinet Member for Neighbourhood Services, Regeneration and the High Street, Telford & Wrekin Council
Paul Kalinauckas	PK	Access to Finance Champion
Graham Guest	GG	Skills Advisory Panel Chair; Chief Executive and Principal of Telford College
Dr Catherine Baxter	CB	Higher Education Champion; University Secretary, Harper Adams University
Christine Snell	CS	Business Partner, AJ & CI Snell
Gordon Coppock	GC	Energy and NET Zero Champion

In Attendance:

James Walton	JW	Section 151 Officer, Shropshire Council (via link)
Roger Allonby	RA	Acting Service Director for Economy, Herefordshire Council
Mark Barrow	MB	Executive Director for Place, Shropshire Council
Katherine Kynaston	KK	Director Housing, Economy & Infrastructure, Telford & Wrekin Council
Liam Askins	LA	Head, West Midlands Team, Cities & Local Growth Unit, Department for Business, Energy and Industrial Strategy
Alex Collins	AC	Deputy Area Lead, Stoke-on-Trent and Staffordshire, Cities & Local Growth Unit
Marabeth Carrington	MB	Accounts Manager, James, Holyoak and Parker Ltd Chartered Accountants
Rob Humphreys	OH	Director, James, Holyoak and Parker Ltd Chartered Accountants
Rachel Laver	RL	Chief Executive, Marches LEP
Kathryn Jones	KJ	Partnership Manager, Marches LEP
Tim Yair	TY	Regional Senior Energy Projects Officer, Midlands Energy Hub
Sharron Stubbs	SS	Accountant, Finance Technical Accounting Team, Shropshire Council (via link)
Ennis Vingoe	EV	Marches LEP Executive Assistant
Observers:		
Alex Green	AG	Director Radfield Homecare
Clare Fenton	CF	Director Fenton Partners & Veritherm

ITEM		ACTION
1.	<p>Chair's Introduction and Apologies</p> <p>MT welcomed everyone to the Marches Local Enterprise Partnership (LEP) Annual General Meeting (AGM) and noted that the meeting would be recorded to aid the production of the minutes.</p> <p>Apologies had been received from Sara Williams, Will Westley and Cllr Ed Potter. Cllr Lezley Picton was attending in Cllr Potter's stead.</p>	

	<p>Minutes of The Marches LEP Ltd Annual General Meeting on 29 November 2021</p> <p>The Minutes of the meeting held on 29 November 2021 were approved by those members present at the meeting and would be signed by the Chair as a true and accurate record of the meeting.</p>	
<p>2.</p>	<p>The Board noted that the following directors held office during the whole of the period from 1 April 2021 to 31 March 2022:</p> <p>Mrs A J Thorn MBE DL (Chair) Mrs S H Roberts (Deputy Chair) Dr C E Baxter Cllr E Chowns Cllr S Davies Cllr C D Hitchiner Mr P Kalinauckas Mr A R Manning Cox Mr F Myers MBE Mrs C I Snell Mrs S E Williams Mrs B Heath</p> <p>The Board noted other changes in directors holding office:</p> <p>Cllr R Overton – appointed 28.06.22 Cllr L Picton – appointed 20.07.21 Cllr E Potter – appointed 20.07.21 Mr W Westley – appointed 20.07.21 Mr G Guest – appointed 30.11.21 Cllr L Carter – appointed 25.01.22</p> <p>Cllr S F Charmley – resigned 25.05.21 Mr P A Hinkins – resigned 25.05.21 Cllr P Nutting – resigned 25.05.21 Ms R E Shepherd – resigned 01.07.21 Mr J R Staniforth – resigned 28.09.21 Cllr D Wright – resigned 01.01.22</p> <p>Note: Gordon Coppock has been a co-opted member of the Marches LEP Board since July 2022.</p>	
<p>3.</p>	<p>Strategic Report, Report of the Directors and Financial Statements for the Period 1 April 2021 to 31 March 2022</p> <p>MT introduced the report and apologised for its late distribution. MT said that the formal meeting was held to present the strategic report and financial statements for the Board’s approval. The Marches LEP Annual Report would be issued later in the calendar year. MT confirmed that the LEP remained a going concern and could trade through to March 2024.</p> <p><i>The Board approved the Strategic Report, Report of the Directors and Financial Statements for the Period 1 April 2021 to 31 March 2022 for Marches LEP Ltd (unanimous).</i></p> <p>The Strategic Report and Report of the Directors would be signed by MT on behalf of the Board. The Financial Statements would be signed by MT on behalf of the Board and would then be countersigned by the Rob Humphreys (auditor).</p>	

	MT thanked Rob Humphreys and Beth Carrington from James, Holyoak and Parker Ltd (JHP) Chartered Accountants and to James Walton s151 Officer and Sharron Stubbs from Shropshire Council for managing the accounts during the year.	
4.	Re-Appointment of Auditors The Chair proposed that JHP Ltd be re-appointed as auditors for 2022/23. This was seconded by DH. <i>The Board approved the re-appointment of JHP Ltd as Auditors for 2022/23 (unanimous).</i>	
5.	Questions No questions were raised by those present.	
6.	Close The meeting closed at 3.13pm.	
	Date of next Marches LEP Ltd Annual General Meeting – September 2023	

Signed (electronically):

Sonia Roberts, Chair Marches LEP

Date: 19 September 2023