

---

**NOTICE is hereby given that the ANNUAL GENERAL MEETING of the DEVON WILDLIFE TRUST will be held in the Forum Alumni Auditorium, University of Exeter, Stocker Road, Exeter EX4 4PY on Saturday 16 November 2019 at 11.00am when the following ordinary business will be transacted:**

**A G E N D A**

1. Apologies for absence
2. Minutes of the 2018 AGM held on 10 November
3. To receive and consider the Trustees Annual Report<sup>1</sup>
4. To receive and adopt the Audited Accounts for the year ended 31 March 2019 and the Auditors' Report<sup>1</sup>
5. To elect the members of the Board of Trustees

Under Article 3.5. of the Articles of Association of the Devon Wildlife Trust, Mr RJ Clack, Mr FV Clarke, Ms S Goodfellow and Mr TJ Smale retire

The Board of Trustees wishes to nominate for re-election the following:

- a. Ms S Goodfellow

The Board of Trustees wishes to nominate for election the following (all of whom were co-opted during the year):

- a. Miss RM Bower
- b. Miss RA Broad
- c. RADM AP Burns
- d. Mrs GD Castle
- e. Ms G McKenzie
- f. Mrs H Nathanson
- g. Prof VD Pope

6. To appoint the Auditors and authorise the Board to fix their remuneration

BY ORDER OF THE BOARD OF TRUSTEES

Harry Barton, Secretary

Devon Wildlife Trust, Cricklepit Mill, Commercial Road, Exeter, Devon EX2 4AB

Dated 19 June 2019

<sup>1</sup> Audited Accounts

Copies of the full annual accounts (which includes the Trustees Annual Report) can be obtained from the Secretary at the above address after 30 September. The full accounts have been subjected to an audit, will be approved by the Trustees in September and will be submitted to Companies House and the Charity Commission within the legal time limits. To reduce costs and to save paper, copies have not been sent to all members automatically but are freely available on request and on DWT's website from 30 September. Copies will also be available on the day.

**Proxy voting**

A member entitled to attend and vote at this meeting is entitled to appoint one or more proxies to attend and vote in his or her stead. A proxy need not be a member of the Company. Forms of proxy can be obtained from the Secretary. A signed form of proxy must be received by DWT no later than 11.00am on Friday 15 November.

---

RE AGENDA ITEM 2 – MINUTES OF THE AGM 2018

**Minutes of the 56th Annual General Meeting of the Devon Wildlife Trust, held at RHS Rosemoor, Great Torrington EX38 8PH on Saturday 10 November 2018 at 11.00am**

The Chair of the Board of Trustees, Suzanne Goodfellow, opened the meeting and welcomed everyone. 205 members were present (the highest attendance in DWT's history). The President, Prof Iain Stewart MBE, chaired the meeting. All voting was carried out by a show of hands.

1. Apologies for absence

Dorothy Anderson, Nick Atkinson, George and Penny Barbour, Rebecca Broad, Gaynor Castle, Sheila Garnett, Wendy Graham, Antoinette Griffin, Rob Howells, June Humphrey, Sue Knott, Linda Lindley, Fran McMurray, Pam Mercer, David Potter, Ian Ripper, Liz Rogers, Martin and Celia Ryall, John Walker, Maggie Watson, Graham and Sylvia Wilson.

2. Minutes of the 2017 AGM held on 7 October

The minutes were approved and signed.

3. Trustees' Annual Report

The Chair of the Board reminded members that the Trustees' Annual Report, which was a legal requirement, was contained within the full accounts, on pages 1-22 and she then presented an overview of the range of Devon Wildlife Trust's activities during 2017-18.

The Chair of the Board proposed that the Trustees' Annual Report be adopted. Veronica Laurie seconded the proposal and all being in favour, the Report was duly adopted.

4. Audited Accounts for the year ended 31 March 2018 and the Auditors' Report

The Hon Treasurer, Richard Clack, was pleased to report that DWT's underlying financial position was strong. Unrestricted funds had increased but it was still very important to improve financial resilience. He thanked members and volunteers for their support. Although the work of volunteers could not be recognised formally in the statutory accounts it was nevertheless a vital contribution towards the delivery of DWT's mission.

The Director of Resources and Marketing, Penny Mason, presented some key points: – The Group's income had totalled just under £4 million and expenditure just over £4.1 million. The net deficit of -£171k may have seemed a poor result but this was not the case and in fact DWT increased its unrestricted funds by £46.5k, a key strategic objective. The deficit was principally caused by spending from 'restricted' and 'endowment' funds (£114.4k and £103.4k respectively) on their intended purpose. The accounts noted 'contingent assets' of £285k (a property gifted to the charity) and a significant legacy gift in the region of £1m which accounting rules prevented being recognised in these accounts.

Regarding income from donations and legacies and charitable activities: all sources of income increased in 2017/18 apart from legacies, but this was due to the timing of when legacies could be recognised in the accounts. Commercial trading income had decreased as had expenditure. Regarding trading subsidiaries, Devon Wildlife Enterprises had gift aided £30k to DWT. Devon Wildlife Services (DWS) showed a deficit of -£46k on commercial activities. This was not a budgeted deficit and a recovery plan was in place. The relationship between the commercial and

---

charitable aspects of the company had been re-structured so that the charitable activities were within DWT and not DWS.

In conclusion the DRM said that the Group had achieved a clean audit, charitable income had held up extremely well and costs had been carefully managed. Free reserves had grown and would do so again substantially in the coming year. Expenditure on charitable activities was strong again this year and tight control had been kept on central costs.

The Hon Treasurer proposed that the accounts for the year ended 31 March 2018 be adopted. Jeanne Cooper seconded the proposal and all were in favour. The Report of the Auditors to the Members was printed on pages 23-24 of the Accounts. Their opinion on the financial statements confirmed that the Accounts gave a true and fair view of the state of the group's and charity's affairs.

#### 5. Election of Board members

The Board nominated Mr ACJ Cooper, Mr CE Dixon, Mr BP Henwood and Mr J Whetman for re-election. The Chair called for a proposer, seconder and vote for each in turn.

Roger Hamling proposed that Mr ACJ Cooper be re-elected, seconded by Veronica Laurie, all were in favour. Vernon Clarke proposed that Mr CE Dixon be re-elected, seconded by Nigel Rendle, all were in favour. Paul Madgett proposed that Mr BP Henwood be re-elected, seconded by Delphine Holman, all were in favour. Claire Edey proposed that Mr J Whetman be re-elected, seconded by Hilary Marshall, all were in favour.

The Chair of the Board reported on the trustee recruitment process carried out early in 2018. 30 applications had been received. The standard of the candidates was so high that the Board had co-opted 6 as trustees (bringing a range of skills) and commended them to the membership for election.

Peta Foxall proposed that Miss RA Broad be elected, seconded by Sue Goodfellow. Nigel Rendle proposed that Commodore AP Burns be elected, seconded by David Crook. Claire Edey proposed that Mrs GD Castle be elected, seconded by Avril Dixon. David Nolan proposed that Ms G McKenzie be elected, seconded by Rita Pryce. Mary Peel proposed that Mrs H Nathanson be elected, seconded by Andrew Cooper. Alan Ramage proposed that Prof VD Pope be elected, seconded by John Insull.

#### POST MEETING NOTE

*Due to a technical error in the voting at the AGM for the proposed six new trustees, which was promptly remedied by the Board of Trustees (to ensure legitimate appointment) by means of further co-option, those trustees will be nominated for election at the AGM 2019.*

#### 6. Appointment of the Auditors

The Hon Treasurer proposed the re-appointment of Francis Clark and that the Board be authorised to decide their remuneration. Tony Jackson seconded the proposal and all were in favour.

The Chair closed the formal meeting at 11.45am. It was followed by an Open Forum.