

**Ocean Youth Trust Scotland
Annual General Meeting
2015**

Minutes of Meeting

Location: The Beacon Arts Centre, Greenock

Date: 25th April 2015

Time: 11.15am

Members Present:

Dom McKay (Chairman)

Robert Hollingdale

Erica Hollingdale

Andrew Brands

Paul Thompson (Company Secretary)

Barry Fisher

Barbara Mills (Patron)

Greer Robertson

Curly Mills (Patron)

Jamie Hopkin

Emma Harley (Director)

Jane Parfitt

Ewan McNeil (Director)

Stuart Wilson

Robbie Crow (Director)

Ross Ritchie

Malcolm MacArthur (Director)

Brian Robertson (Director)

Ocean Youth Trust Scotland Staff in Attendance:

Nick Fleming

Jan Margetts

Sandy McNeill

Derek Robertson

Hazel Wiseman

Heather Prince

Ollie Bowden

Teresa Lowe

1. Chairman's Welcome and Address.

The Chairman, Dominic McKay, welcomed the members to the Annual General Meeting of Ocean Youth Trust Scotland and began by summarising the organisation's achievements from the previous year.

The 2014 highlights noted by the chairman were:

- The 569 young people who were taken to sea by the charity
- The involvement and success of the Commonwealth Flotilla
- The fact that the Trust has managed to secure a surplus in a challenging financial year acknowledging the enormous credit that is due to the executive team.
- The Board met to discuss the 2 boat model. A week later we were approached by the Ministry of Defence asking if we wanted to sell one of our challenge yachts. This eventually led to the profitable sale of Alba Endeavour.

Mr McKay recalled his comments to the membership last year regarding the importance of securing long term funding. The Chairman was delighted to announce that this had been realised in the form of £375,000 of CashBack funding from the Scottish Government, which had already started to come through.

He noted a very successful and pleasing year and on behalf of the board would like to say that financially the organisation is in a strong place and this could not have been achieved without the continuing help and support of our volunteers.

The Chairman concluded his address by thanking the board and executive team for their hard work and commitment over the past year.

The Chairman called on Robert Hollingdale previous Governor of Ocean Youth Club to say a few words about the Late Rev. John Crawley

Robert remembered John fondly. He was a quiet and dignified person, with a huge sense of fun and great stories about his past, who inspired young people and related well to them. He was musical, playing the flute in the evenings to the crew. Following his war service as a Radio Officer, during which he survived his ship being torpedoed, he had a lifelong interest in short wave radio, and brought his radios on board.

He retired to East Loch Tarbert, after being Rector of Christ Church, Cockermouth. He communicated to the world, and his garden at Tarbert had an enormous radio mast complete with rigging. He sailed on Taikoo as First mate for many years. After retiring from sailing he and his wife Isobel welcomed OYC staff at their cottage, and John also did the chart corrections. He presented his telescope to OYTS where it is still annually awarded to the most promising young volunteer.

He is survived by his wife Isobel and his son Mick Crawley, Emeritus Professor of plant biology. Robert's address concluded with a request that the meeting applaud the life of a lovely man, which it did with vigour.

2. Apologies:

Apologies were received from the following members: Admiral Sir John Kerr, Mr Pete Bentley, Mr Nick Pilbeam, Mr Steve Parfitt, Mr Ian Macleod, Ms Sara Martin, Mrs Fiona Jamieson, Mr George Hudson and Mrs Ena Hudson

3. Approval of the Minutes.

The Chairman went through pages one to six of the previous AGM minutes and asked the membership for their comments.

Robert Hollingdale wished his comments regarding the annual accounts included, along with details of proposers and seconders. The Chairman advised that Nick Fleming would liaise with him, and have the minutes from today's meeting circulated as soon as possible.

The adoption of the previous minutes were proposed by the Chairman and seconded by Malcolm MacArthur.

4. Chief Executive's Report.

Nick Fleming (CEO) opened his report by thanking the board for their support over the past year.

He noted that 2014 was a hugely successful year. 89% of young people who sailed with the Trust achieved a form of accredited qualification, with 3266 berth days being achieved from a diverse client group.

The Young Leaders programme had a different emphasis in the past year, and the Trust managed to get SQA "training provider" status, and piloted the SQA leadership award.

In total 12 young leaders achieved over 60 qualifications. This year's young leaders have just completed their training weekend. One of the young leaders Ellis has made a number of films available on the new website and one of these was shown at the AGM.

A total of 459 berth days were filled by volunteer sea staff with 78 shore based qualifications being awarded.

Ollie and Heather, our two Sea Cadets, were introduced to the members, and Nick noted that they had just passed their Yachtmaster Coastal exam on Alba Volunteer.

The contribution of the volunteers who support the Trust through shore groups and helping at winter refit was also acknowledged.

Plans for 2015

Alba Endeavour has been sold to the Joint Service Adventurous Sail Training Centre in Gosport. The Board met and spoke with our Patrons Curly and Barbara Mills who gave us their blessing for the sale and a good price was obtained.

The MOD surveyors were impressed by the high standard of maintenance which is a credit to Trevor Farrar (Operations Manager) and his team.

The CashBack initiative was discussed with funding of £375,000 being pledged by the Scottish Government over three years. 16 CashBack voyages are planned this year and we have designed a custom log of achievement. The first voyage is taking place in the first week of May. The Local authority youth workers who will be the Leaders have already spent time on the boats.

Curly Mills questioned whether the CashBack funding really is a grant (money given with no reciprocal obligation) or whether we are being paid for our services. The Chairman, who has experience in dealing with the CashBack scheme through Scottish Rugby, discussed the terminology, noting that the scheme compliments our business as the team have negotiated payments in a time scale which suit our business model. This was a huge commitment from Scottish Government, and the longer term funding was a vote of confidence in OYT Scotland.

With regards to other long term funding, the City of Glasgow College are just finishing off their 7th voyage so far this year, and are interested in committing to a 5 year contract.

The new website has been launched, however, it remains work in progress. Improvements are being introduced, and it is now fully compatible with tablets and phones, and much easier for staff to maintain in house.

Kerry McMillan has been engaged to write the new youth work training toolkit which will be up on the website shortly.

The fundraising team has been expanded with two new additions, who are settling in to the Trust.

5. Financial Report

Sandy McNeill spoke to the annual accounts which were circulated to the membership prior to the meeting, and additional copies were provided at the meeting for reference. He described a great deal of progress in 2014 despite economic headwinds.

With regards to the financial performance of the Trust, Sandy McNeill noted:

- A turnaround from a deficit of £160,000 to a profit of £3,263
- Running costs have been cut by 29% with the organisation operating on a two boat model
- Fundraising raised approximately £483,000 from a number of sources, and accounted for 60% of our income.
- The other 40% of income came from Voyage Fees, merchandising and membership.
- Expenditure costs were kept to the essentials, with a minimum refit.
- The refit of Alba Venturer began earlier than planned due to a generous donation from our Patrons.
- Office costs were very similar to the previous year.
- The rate at which Alba Endeavour and Alba Explorer were being depreciated was reduced, with a small residual value now placed on them.

Mr Barry Fisher asked a question regarding the issue of depreciation, with Mr McNeil explaining the situation, and reassuring the members that we have been receiving no pressure from our auditors and that our assets are sitting in at a conservative value.

Robert Hollingdale congratulated the organisation on the financial figures, acknowledging the hard work that had gone into achieving this.

Sandy McNeil explained that a large part of the reduction in operating costs was due to refit and maintenance costs being trimmed. Robert Hollingdale questioned whether this reduction was sustainable or whether it was a volatile figure. Sandy McNeil replied that while the running costs were predictable, refit costs could change year on year. The boats are in good condition and we were not expecting any surprises, however, everything for such large boats was expensive. The example of a replacement main sail with associated hardware, costing in excess of £17,000 was given.

In 2013 the organisation operated a three boat model. It was expected that a further £20,000 a year would be saved by not having the third boat laid up.

The Chairman thanked Sandy McNeill and Hazel Wiseman for keeping an eye on the finances, and he reassured the membership that Health and Safety is always of paramount concern no matter the financial cost.

The Chairman proposed the Annual Accounts which were seconded by Robert Hollingdale.

6. Election of Directors

The Chairman advised that Mr Ian MacLeod was due to step down from the board and was not seeking re-election. Mr Barry Fisher was proposed by the Chairman as a Director, which had already received unanimous approval by the current Board of Directors. The Chairman's proposal of the election of Mr Barry Fisher was seconded by Curly Mills.

The Chairman confirmed that prior to the date of the Annual General Meeting no other nominations had been received in respect of new members to the board of directors.

7. Authority of the Directors to appoint the Auditors, and to fix their remuneration.

The authority of the Board of Directors to formally appoint Cook and Co as auditors was proposed by the Chairman and seconded by Malcolm MacArthur.

8. AOCB

There being no further business, the Chairman thanked the members, volunteers and staff for attending the Annual General Meeting, and formally closed the meeting at 12.05pm.