

RECORD SOCIETY OF LANCASHIRE AND CHESHIRE

Regd. Charity No 500434

Minutes of the Annual General Meeting of the Society held at Lancashire Archives, Bow Lane, Preston, on Wednesday 18 April 2018 at 1.45pm.

1. Welcome: Mr J.R.H. Pepler (as the nominee of the president, Dr C.B. Phillips) welcomed the following members of the Society to the AGM: Dr D.J. Clayton, Dr P.Z. Cotgreave, Mrs J. Crosby, Mr J. Davies-Colley, Mrs D.E.S. Dunn, Mrs M. Gibbon, Dr M.R.V. Heale, Mr A. Hobbs, Mrs M. Lynch, Dr F. Pogson and Mr J.C. Sutton.

Apologies were received from Dr I.J. Atherton, Dr P.H.W. Booth, Dr A.G. Crosby, Mr N. Hudson, Dr C.B. Phillips, Dr B.W. Quintrell and Professor D. Szechi.

2. The minutes of the Annual General Meeting, held on 19 April 2017 were approved unanimously as a correct record, and there were no matters arising. [Proposed by Dr P.Z. Cotgreave; seconded by Dr F. Pogson].

3. The Report of Council for 2017 was officially received and approved unanimously. [Proposed by Dr F. Pogson; seconded by Mr J.C. Sutton].

4. Mr Pepler (Treasurer) summarised the Accounts for 2016 and provided clarification on two points. First, £91.20 was received from NatWest Bank as compensation for mistakes made in the transfer of signatories. Secondly, no Gift Aid could be recovered for 2016 as the new Treasurer was not registered with HMRC. This issue has now been sorted out and the Gift Aid claim for 2017 has been settled. The Accounts were officially received and approved unanimously. [Proposed by Dr P.Z. Cotgreave; seconded by Mr J.C. Sutton].

5. Under Rule 9, Council nominated Mr Ted Lush and Mr W. Roodhouse as examiners of the 2018 accounts. The meeting unanimously elected Messrs Lush and Roodhouse as examiners. [Proposed by Mr J.R.H. Pepler; seconded by Dr D.J. Clayton].

6. The meeting unanimously elected the officers of the Society to serve until the conclusion of the next AGM. [Proposed by Dr M.R.V. Heale; seconded by Mrs M. Lynch].

At its meeting on 18 October 2017, under Rule 2, Council had unanimously nominated the following to serve as the officers of the Society:

President, Dr C.B. Phillips
Secretary, Dr D.J. Clayton
Treasurer, Mr J.R.H. Pepler
General Editor, Dr F. Pogson
Membership Secretary, Mr J.C. Sutton
Webmaster, Dr P.Z. Cotgreave.

7. The meeting unanimously elected a number of members of the Society to serve as ordinary members of the Council. [Proposed by Mr J.C. Sutton; seconded by Dr P.Z. Cotgreave]. These people had been unanimously nominated by the Council under Rule 2:

Professor D. Szechi and Dr A.G. Crosby: to serve for three years until the end of the 2021 AGM.

No other nominations have been received.

Note (1) Rule 2 provides for a three-year rotation of ordinary members: Dr I.J. Atherton and Dr S. Tiernan are serving three-year terms until the end of the 2019 AGM; and Professor T.J. Thornton, Dr B.W. Quintrell, Mrs D.E.S. Dunn, Mr J. Davies-Colley, and Dr M.R.V. Heale are serving three-year terms until the end of the 2020 AGM.

Note (2) there can be no more than 15 ordinary members of Council.

7.1. Mr Pepler noted that Dr P.H.W. Booth was stepping down from the Record Society Council at this AGM. Dr Booth has edited three of the Society's volumes (vol. 125 with A.D. Carr; vol. 138; and vol. 140 with J. and S. Harrop), and he has been influential in bringing another 5 volumes to print (vols 146, 148–51). Dr Booth joined the Society in the 1970s, and was first elected to join the Council in 2007. Mr Pepler thanked Dr Booth for all the work that he had done for the Society over a long period.

8. The Council resolved at its meeting on 18 October 2017 to propose, under Rules 6 and 10, to amend Rule 9 of the Society's rules:

The present Rule 9 reads as follows:

The Society's annual accounts shall be inspected by two independent examiners nominated by the Council and elected by the Annual General Meeting. Any bank accounts and any monies invested shall be kept in the name of the Society. Payments up to an amount to be determined by resolution of Council from time to time shall normally be authorised by the Treasurer and payments in excess of that amount shall be authorised by any two of the three following officers: the President, the Secretary, the Treasurer.

The proposal is for Rule 9 to read as follows: [change indicated in italic]

The Society's annual accounts shall be inspected by two independent examiners nominated by the Council and elected by the Annual General Meeting. Any bank accounts and any monies invested shall be kept in the name of the Society. Payments up to an amount to be determined by resolution of Council from time to time shall normally be authorised by the Treasurer and payments in excess of that amount shall be authorised by any *two of these four: the President, the Secretary, the Treasurer, one other member of the Council nominated as a signatory by Council from time to time.*

The meeting unanimously agreed to this change in Rule 9. [Proposed by Dr F. Pogson; seconded by Mr J. Davies-Colley].

9. Mr Pepler spoke to the AGM about the new General Data Protection Regulation (GDPR), which comes into force on 25 May 2018, and changes the way that all organisations can collect, store and use person identifying information (PII). Mr Pepler assured the meeting that Council was actively looking at the new GDPR and would take appropriate measures in order to be fully compliant.

The 2018 AGM closed at 2.05pm.

D. J. Clayton,
May 2018