

Minutes of the Annual General Meeting of Retina UK

Saturday 28th September 2019 at 16:30.

Kents Hill Park Conference Centre, Timbold Drive, Milton Keynes, MK7 6BZ

The charity's formal AGM was the final session of the Retina UK Annual Conference 2019.

An audio recording of this session is available on request in MP3 format.

1. Chairman's Welcome

The Chairman, Mr Don Grocott opened the meeting and welcomed those in attendance.

2. Introductions

The Chairman introduced Ms Janet Crookes (Treasurer), Ms Tina Houlihan (CEO) and those Trustees present (Dr Lucy Withington and Mrs Rachael Stevens).

3. Apologies

Apologies were received from John Marshall, Elizabeth Graham, Roger Backhouse, Lynda Cantor and Keith Valentine.

4. Approval of the minutes of the previous AGM

The minutes from 23rd June 2018 were approved as a true record by all Members and signed by the Chairman. Dr Lucy Withington proposed and Ms Gill Kemp seconded with all in favour by a show of hands.

5. Annual Report & Accounts for 2018

a) The Chairman invited Ms Janet Crookes to make comments on the previously circulated accounts for 2018. These were as follows:

- By regulation, the Report of the Auditor now has to cover a number of matters. The Treasurer was pleased to report no raised concerns and as far as is within the remit of the Auditors, a clean bill of health. The meeting of the Audit Committee with the Auditor also provided reassurance as to the robustness of financial systems and controls, commensurate with the size of the Charity.

- The increase in the total income to over £1.7 million was a reflection of efforts to develop a wider range of channels through collaboration with individuals, trusts and other organisations. Much income is restricted to particular research projects but these are projects which support objectives and match our research criteria. Much of this income remains in the year-end balance sheet and is earmarked for release to research projects this year and 2020.
- The challenges of delivering objectives continue to increase and become more complicated, although the executive team have managed to control the costs of doing so within budgeted limits.
- The closing balance sheet at 31st December 2018 showed an increase in total funds to £982,878. Research awards in the pipeline, subject to satisfactory progress will use £884K of that amount. This underlines continuation to direct the funds raised by the many supporters and donors into fulfilling charitable objectives as soon as is practically possible.

b) There were no questions from the members.

c) Resolution: to adopt the Report and Accounts for 2018.

Ms Janet Crookes proposed and Mr David Hodges seconded with all votes in favour.

6. Resolution: To appoint Baldwins Audit Services as Auditors

The audit committee recommendation to reappoint Baldwins Audit Services was accepted by the Board. The appointment will be kept under review annually with the next major review, held in 2020.

The proposal from Ms Janet Crookes was seconded by Mr David Hodges with all votes in favour.

7. Resolution: The retirement and re-election of Trustees

a) The Chairman announced the following Trustees retire by rotation and are standing for re-election:

Dr Lucy Withington - Mr Don Grocott proposed and Ms Gail Gilkes seconded with all votes in favour.

Mr Roger Backhouse – Mr Don Grocott proposed and Mr David Rainbow seconded with all votes in favour.

b) The Chairman announced Mr Colin McArthur was retiring by rotation but was not standing for re-election. The Chairman formally thanked Mr McArthur for his long-serving contribution to the Charity and wished him well.

The Chairman also thanked all Trustees for their continued support and hard work.

8. Any Other Business

There were no questions or any other business.

9. Chairman's closing remarks

The Chairman thanked everyone for attending and formally closed the AGM.

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