**Minute of the Virtual ANNUAL GENERAL MEETING of TWEEDDALE ACCESS PANEL, held on Zoom, on Wednesday 29 July 2020 at 7.00p.m.**

**PRESENT:** *Paul Nichol, Spencer Cobley, Michael Davis, Frank Drummond, Stuart Hill (new member), Callum MacDonald, and Elaine Thomson*

**IN ATTENDANCE*:*** *Councillor Robin Tatler, Mags Greig, BSL Interpreter, and Clare Wildsmith (Wildsmith Training).*

**APOLOGIES:** *Yvonne Armstrong and Mary Sharatt.*

1. **New Member – Stuart Hill**

The Chairman welcomed Stuart Hill, a new member, to his first meeting.

1. **Resignation of Vice Chairperson and Treasurer**

Michael advised that, due to personal circumstances, he found it necessary to resign from his positions as Vice-Chairperson and Treasurer, but would continue as an ordinary member of the Panel.

On behalf of the whole Panel, Paul paid tribute to Michael , who had been a great servant and a great help since joining the Panel in October 2012. Michael took the Chair in 2015, and when he stood down in 2019, he agreed to take the office of Vice-Chair to assist the new Chair. When the vacancy for a Treasurer arose, Michael volunteered to stand in. As an office-bearer, he had represented the Panel at numerous meetings and events, but he had also trailed the streets, carrying out a multitude of access surveys.

**DECISION**

**NOTED and AGREED that Michael be thanked profusely for the help he had given during his time in office, and for continuing to make his services available as an ordinary member.**

1. **Office-bearers’ Report and Financial Statements for year ended 31 March 2020**

There had been circulated copies of the Office-bearers’ Report and Financial Statements for the year ended 31 March 2020. Michael reported briefly on their contents. There were no questions.

**DECISION**

**AGREED** that the terms of the report be **NOTED** and the Financial Statements be **ACCEPTED**.

1. **Chairperson’s Report**

There had been circulated a report by Paul on Panel activities over the last financial year. Highlights included the adoption of the new logo for use on business cards, leaflets and pop-up banners, and the publication of the online Access Guide to Peebles, plus attendance at various meetings, events and consultations.

**DECISION**

**NOTED.**

1. **Appointment of Office-bearers**
2. **Chairperson**

Paul advised that he was happy to offer to continue as Chairperson.

**DECISION**

**AGREED** unanimously that Paul Nichol be appointed as Chairman.

1. **Vice-Chairperson**

Paul invited nominations for the post of Vice-Chairman.

**DECISION**

**AGREED** that Callum Macdonald be appointed as Vice Chairman.

1. **Secretary and Minute Secretary**

Frank confirmed that he was happy to continue as Secretary and Minute Secretary.

**DECISION**

**AGREED** that Frank Drummond be re-appointed as Secretary and Minute Secretary.

1. **Treasurer**

Paul advised that Stuart Hill had offered his services as Treasurer Unfortunately, due to sound problems with Zoom operation, it was not possible for Stuart to confirm his willingness. In the circumstances, Michael offered to continue as Treasurer temporarily if necessary.

**DECISION**

**AGREED** that Stuart Hill be appointed as Treasurer, subject to the proviso that should he decline, Michael Davis would continue in office on a temporary basis.

1. **Renewal of Appointment of Independent Examiner**

Paul expressed his satisfaction with the services of Charles Gray as the Panel’s Independent Examiner, and proposed his reappointment.

**DECISION**

 **AGREED** that Charles D. Gray, C.A, 6 School Brae Business Centre, Peebles, EH45 8AT, be re-appointed as Independent Examiner.

1. **Date and Time of Next Meeting**

**AGREED that the next meeting of the Panel be held on Wednesday, 23 September 2020 at 7.00pm.**