

Little Moor Allotments Association

Minutes of the Extraordinary General Meeting – 17th September 2023

1. **Chair's Opening remarks:** The Chair welcomed 12 members to the meeting and gave a brief summary of the resolution: to affirm the change of status of Little Moor Allotments Association (LMAA) to that of Little Moor Allotments Association Ltd. (by guarantee). This will necessitate 2 changes to the LMAA constitution, firstly a change of name and secondly a requirement to submit audited accounts to Companies House annually.
2. **Members questions:** Questions included: 'what cost to the association will this incur?' answer ' £13 to set up and £13 per annum'; 'what will be the effect of this for plot holders?' answer 'no effect for plot holders, the Chair and Secretary would be identified as Directors of the company'; 'why are we doing this?' answer 'a clause included in the new Freeman/Council Lease agreement that states that the association will be responsible for returning the site / clearing the site in the eventuality of closure, a company limited by guarantee has limited financial responsibility eg £1.00'; 'is a Limited Company the best option?' answer 'given the 15th October ultimatum issued by the Freeman it is the optimum solution as it is the quickest, other options, such as a cooperative or charity status can be explored once the lease is signed'.
3. **Members comments:** The requirement for a new bank account in the name of 'Little Moor Allotments Association Ltd.' was suggested and noted, as was a possible reduction in rent to the Freeman, as they would no longer be responsible for maintenance of the site fences and gates.
4. **Voting:** The motion to change the status and constitution of 'Little Moor Allotments Association' to that of a 'Company Limited by Guarantee (Ltd)' was put to the membership present, the result was unanimously in favour, which was supported by the 63 proxy votes received by the chair, motion carried.
The motion to change the constitution to include a requirement to 'submit externally audited accounts annually to companies house' was put to the membership present, the result was unanimously in favour, this too was supported by the 63 proxy votes received by the chair, motion carried.
5. **Chair's closing remarks:** The Chair again thanked all for attending and voting.

There being no further business, the meeting closed at 11.35am.