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**MINUTES OF THE NATIONAL ASSOCIATION OF CIVIC OFFICERS  
ANNUAL GENERAL MEETING  
HELD WEDNESDAY 10 MARCH 2015  
at The Town Hall, Camden, WC1**

**Present: 90 Members of the Association**

**1. APOLOGIES FOR ABSENCE**

Apologies were received from:

Kate Foxton, Jackie Cansick, Sandra Robinson, Scott Taylor, Anne Platt

**2. MINUTES OF THE AGM 2014**

2.1 The minutes of the Association's AGM held on Tuesday 4 March 2014 at the offices of Camden Borough Council were approved as a true record.

**3. CHAIR'S REPORT**

3.1 The Chair presented his Report which had been previously circulated and which will be displayed on the Association's website, [www.naco.uk.com](http://www.naco.uk.com).

3.2 There were no questions and the meeting agreed to note the Chair's report.

**4. MEMBERSHIP REPORT**

4.1 The Secretary, on behalf of the Membership Secretary, presented a Report. She had spoken with the Membership Secretary, who unfortunately was resigning due to work commitments and they had agreed to meet so all the information could be passed to her. Following that meeting she would review the membership entries and update them. After this she would contact all members to confirm that they were now listed.

4.2 The current membership was 303. The reduction from the previous year was explained by the problems caused by an IT difficulty which had resulted in many membership forms not reaching the Membership secretary.

4.3 There were no questions and the meeting agreed to note the Secretary's Report

## 5. **TREASURER'S REPORT**

- 5.1 The Association's Balance Sheet for the accounting year ending 31 December 2014 was circulated. At the end of the financial year the balance was £22,198.02
- 5.2 The Treasurer also stated that the NACO bank account showed a healthy balance of 20,844.52 as at 9 March 2015.
- 5.3 She said that money was still coming in relating to the Training Event but very little expenditure had yet been met. However, she was confident that after all income and expenditure had been met the Association would remain financially stable.
- 5.3 There were no questions and the Treasurer's Report was approved.

## 6. **CO-OPTION OF MEMBERS TO THE EXECUTIVE COMMITTEE 2014-15**

- 6.1 Sarah Holman from Bracknell Forest District Council had been co-opted to the Executive Committee during the past year

## 7. **AMENDMENTS TO THE CONSTITUTION 2014-15**

- 7.1 The Chairman reported that some minor changes had been made to the constitution during the past 12 months and delegates present had been circulated with a copy of the suggested constitution.
- 7.2 The changes were agreed by the meeting without question.

## 8. **MEMBERSHIP FEE 2015-16**

- 8.1 It was proposed by the Chair, and seconded by the Secretary, that the Membership Fee for the ensuing year should again be nil.
- 8.2 The proposal was agreed unanimously

## 9. **ELECTION OF EXECUTIVE COMMITTEE 2015-2016**

- 9.1 The following 25 nominations were received: -

|                       |  |
|-----------------------|--|
| Gillian Allwright     | Retired member                         |
| Jim Babbington        | RB Kensington & Chelsea                |
| Malcolm Bartlett      | Retired member                         |
| Jackie Cansick        | Stevenage Borough Council              |
| Christine Christensen | Ipswich Borough Council                |
| Michael Cleere        | London Borough of Southwark            |
| Michelle Davies       | London Borough of Richmond upon Thames |
| Kate Foxton           | Guildford Borough Council              |
| Fiona Garth           | Lewes Town Council                     |
| Penny Harrison        | Retired member                         |
| Mike Hollingworth     | Charnwood Borough Council              |
| Sarah Holman          | Bracknell Forest District Council      |
| Margaret Humphrey     | London Borough of Camden               |
| Alexandra Kowalczyk   | Former Civic Officer                   |

|                 |                                   |
|-----------------|-----------------------------------|
| Bryan Magan     | Warrington Borough Council        |
| Paul Millward   | Nottingham City Council           |
| Phil O'Brien    | Derby City Council                |
| Alison Orde     | St Albans City & District Council |
| Sandra Robinson | Belfast City Council              |
| Alasdair Ross   | Aberdeen Council                  |
| Pat Seager      | Epping Forest District Council    |
| Charles Talbot  | Kidderminster Charter Trustees    |
| Irene Webster   | Scarborough Borough Council..     |
| Marsha Whiteway | Canterbury City Council           |
| Beverley Wilson | Retired member                    |

9.2 The Chair proposed that the nominations be approved *en masse* and this was agreed.

9.3 The meeting agreed that the 25 nominations should be appointed as members of the Executive Committee 2015-16.

## 10. ANY OTHER BUSINESS

10.1 There were no items of business received within the prescribed 14 day period of notice.

**Penny Harrison**  
**Secretary**  
**NACO**  
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**March 2015**