**ALNMOUTH ARTS FESTIVAL CIC**

**MINUTES**

**FIRST ANNUAL GENERAL MEETING**

Held at 3 Nothumberland Street, Alnmouth

18 March 2025

**Present**

Helen Holden – Chair & Director

Jayne Billington – Director

Nick Mattlock – Committee Member

Pandora Phillips - Committee Member

Sally Wilson

**Apologies**

Helen Farrow – Committee Member

The meeting was opened by Helen Holden, Chair of the CIC. The Chair welcomed all attendees and thanked them for their participation in the first Annual General Meeting.

As this is the first AGM of the CIC, there were no prior minutes to approve.

**Chairman’s Report**

The Chair presented the Chairman’s Report, outlining the CIC’s activities over the past year and its plans for the 2025 Festival. The report is attached to these Minutes.

**Approval of Accounts**

Jayne Billington (JB), as director, presented the unaudited financial statements for the year. The statements are attached to these Minutes.

JB explanied the financial standing of the CIC, including income and expenditure.

**Appointment of Accountants**

It was agreed that Northumberland Accountants would be appointed to prepare annual accounts to ensure the CIC’s financial records are accurate and comply with statutory requirements.

**Election of Directors**

The Chair confirmed the current directors.

Helen Holden and Jayne Billington were proposed by Pandora Phillips and seconded by Nick Mattlock.

The motion to elect Helen Holden and Jayne Billington was carried unanimously.

**Election of Committee Members**

The Chair confirmed the current committee members. It was agreed that all decisions relating to the running of Alnmouth Arts Festival CIC to be made by the committee.

Helen Holden, Jayne Billington, Helen Farrow, Nick Mattlock and Pandora Phillips were re-elected unanimously.

Nick Mattlock confirmed that following a year’s service on the committee it is his intention to become a director of AAF CIC (September 2025)

**Close of the Meeting**

The Chair thanked everyone for attending the first AGM.