

# **SCOTTISH POLICE BENEVOLENT FUND**

*Registered Charity number SC043489*

Minutes of the 3<sup>rd</sup> Annual General Meeting of the Scottish Police Benevolent Fund held on Monday 17<sup>th</sup> August 2015 at Police Scotland, 5 Fettes Avenue, Edinburgh.

## **1. Members Present**

Nigel Bathgate  
Amanda Givan  
Martyn Turner  
Fiona Morris  
Graham Sloan

Martin Bertram  
David Hamilton  
Andrea Macdonald  
Grant McDowall

## Also in attendance

Mairi MacGregor  
Andy Smith  
Arthur Donaldson  
Malcolm Macdonald

Mark Mulholland (Auditor)  
Charlie Sweeney  
David McLuckie

## **2. Opening of Meeting**

The meeting was opened by the Chair, Martin Bertram who welcomed everyone to the 3<sup>rd</sup> Annual General Meeting of the Fund.

## **3. Apologies for Absence**

The only apology received from Andy McKay (RPOAS)

## **4. Election of Trustees**

In accordance with the provisions of the Fund's Constitution and in particular sections 58 to 61.3 Trustees were elected as follows;

### North Sub Committee

David Hamilton  
Graham Sloan  
Martyn Turner

### East Sub Committee

Nigel Bathgate  
Amanda Givan  
Grant McDowall

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## West Sub Committee

Martin Bertram  
Andrea Macdonald  
Fiona Morris

### **5. Election of Chair**

It was requested that Trustees nominate from amongst their number someone to fulfil the role of Chair of the Fund.

Martin Bertram was proposed by Andrea Macdonald and seconded by David Hamilton.

In the event of there being no other nominations Martin was elected in this position and took the Chair for the remainder of the meeting.

### **6. Election of Secretary**

The Chair requested Trustees to nominate from amongst their number a Trustee to fulfil the role of Secretary of the Fund.

Amanda Givan was proposed by Nigel Bathgate and seconded by David Hamilton and there being no other nominations Amanda was duly elected to the post.

### **7. Chairman's Report**

Martin thanked all of those for attending the meeting. He thanked the East Area for facilitating the location for the meeting and thanked the SPF for the continued administrative support. A special thank you was make to the Treasurer, Mairi MacGregor who continued to provide assistance to a high standard.

### **8. Treasurer's Report and Annual Accounts**

The Treasurer advised the accounts had been audited by Alexander Sloan Chartered Accountants & Business Advisors and she circulated a certified copy of the accounts to everyone present.

Mark Mulholland, Alexander Sloan Chartered Accountant in Glasgow gave a brief update on the accounts. He confirmed that the bulk of the incoming cash is member contributions and stated that had reduced by around 5% since the inception of the charity.

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He confirmed that Apollo Investment Management were managing the invested cash and he confirmed that they appeared to be performing as expected.

In short, the charity awarded around £160,000 in grants in the last year to a good range of applications in the Police family. £108,000 was awarded to 44 individuals and £52,500 to charities.

The Charity had a surplus of £111,786 this year.

Mr Mulholland confirmed that investment of £1.75M had gained around £75,000 in a cautious fund.

David Hamilton asked where there was anything else to be done in relation to maximising VAT or tax efficiency. Mr Mulholland responded that the SPBF could not register for VAT due to being a charity membership organisation.

## **9. New Business**

### **9.1 Consideration of Change to the Manual of Guidance**

Fiona Morris proposed to increase the limit for Area Sub Committees to deal with loan applications to £15,000. Those present were reminded that this decision was one for the Trustees to agree and that the matter was only for discussion at this time and would be determined at the 1<sup>st</sup> Quarterly trustee meeting following the AGM. Discussion ensued as to whether there was evidence to suggest the increase was necessary. The discussion concluded with the Trustees agreeing to consider it later.

### **9.2 Consideration of Change to the Constitution Manual of Guidance**

Martin Bertram proposed a change to the constitution around the wording of appointing a Treasurer. This was seconded by Andrea Macdonald. The role of a Treasurer is a unique one and requires some financial training in relation to the intricacies required to run a charity. If the SPBF retained the current constitution it would entail a member of the Trustees being required to take on that role. The change would allow the charity to continue in the way it has been working, effectively future proofing as it may be necessary to employ a treasurer going forward. Discussion ensued where it was clear that those present were entirely in favour of this proposal and it was unanimously supported.

### **9.3 Election of Treasurer**

Following on from the earlier discussion, it was requested that Trustees nominate someone to fulfil the role of Treasurer of the Fund.

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Mairi MacGregor was proposed by Andrea Macdonald and seconded by Amanda Givan.

In the event of there being no other nominations Mairi was elected in this position.

## 10. AOCB

The 3 films created by Tinker Tailor were shown. They are still in draft format but very powerful and give a good indication of what support and assistance the SPBF can give to those needing help. David McLuckie suggested the RPOAS could also assist by also providing a link from their website. The films were a long time in the making and the marketing was still being finalised but would hopefully be launched with the backing of a full campaign.

## 11. Correspondence

The Secretary advised that a number of external applications had been received from charities seeking assistance and they would be considered at the next Trustees meeting.

## **12. Time and Date of Next Meeting**

The Secretary advised the first quarterly meeting of the new Board of Trustees which would commence immediately following the closure of the AGM.

The next AGM was proposed to take place within the North Area and the Trustees for the North were asked to suggest possible locations for next year.

### Dates of future meetings

### **13. Closure of Meeting**

The Chairman thanked everyone present for their active and constructive participation and closed the Meeting by wishing them a safe journey home.

He was thanked by the Meeting in the customary manner.

# Martin Bertram

## Chair