

# LANDSCAPE RESEARCH GROUP LTD

## **ANNUAL GENERAL MEETING 2019**

On Friday 17<sup>th</sup> May 2019 [18:30]

at The Storey Lecture Theatre, Meeting House Lane, Lancaster, LA1 1TH

### MINUTES

#### **PRESENT**

##### **LRG Trustees and Members**

Chris Dalglish (Chair), Paul Tabbush (Treasurer), Laurence le Dû-Blayo, Kenneth Olwig, Hannes Palang, Nancy Stedman, Ingrid Sarlöv-Herlin, Graham Fairclough, Marouen Hedhlie

##### **LRG Members**

Ian Mell, Gareth Roberts, Aisling O'Carroll, Jason Harrison

(The AGM was deemed quorate according to the rules of the company)

##### **In Attendance (LRG Staff)**

David Saunders (CEO and Company Secretary), Sarah Hobbs (CMM)

**Apologies** were received from Steven Shuttleworth, Maggie Roe and Emma Waterton. Apologies were also received from Hepburn & Co (LRG's Auditors).

**NOTICE** - The Chair welcomed Members and the Notice calling the Annual General Meeting was read.

**1/. MINUTES** - The Minutes of the Annual General Meeting held on 17<sup>th</sup> May 2018 were confirmed as a true record (with correction of the spelling of the surname of one attendee) and **approved**.

**MATTERS ARISING** - None that are not considered under other items on the agenda.

**2/. DIRECTORS' REPORT** - The Directors' Report covering LRG activities in 2018 had been presented to the Board earlier in the day and was approved by the Trustees. This Report was presented to the AGM by the Chair (Chris Dalglish) who summarised some of the key activities in 2018. These included the appointment of two members of Staff in October - David Saunders as Chief Executive and Sarah Hobbs as Communications and Membership Manager. An additional appointee of pre-editor was made to support the production of the journal Landscape Research which was enjoying continuing growth and is an important flagship in delivering LRG's Charitable aims. LRG will continue to monitor the development of Open Source publishing, and review the possible impact on the impact this may have. Landscape Research Extra celebrated it's 50<sup>th</sup> Anniversary and an anthology of past contribution has been produced by the Editor Bud Young. LRG continued its events programme including two successful events run by LRG in May and December. These covered presentations of research profiles in line with the research strategy and also lectures on the theme on Language and Landscape. At the December meeting a tribute was made to David Lowenthal, one of the founder members of LRG.

The Chair thanked Anna Jorgenson for her hard work as the Editor of Landscape Research over the past few years as she stepped down in December, with Emma Waterton taking on her role from 1<sup>st</sup> January.

There were no questions from Members. Chris Dalglish proposed that the report be accepted, and was seconded by Nancy Stedman. The Meeting **resolved** to adopt the Directors' Report for 2018.

### **3/. AUDITOR'S REPORT AND TREASURER'S REPORT**

The Auditor's Report, Annual Accounts and Balance Sheet for the year ended 31st December 2018 were presented by the Treasurer (Paul Tabbush) and considered, along with the Treasurer's Report which included the Summary Income and Expenditure Account.

The Treasurer gave an overview of the two reports and also summarised some details. There has been a shortfall in income in 2018, £26,836 less than 2017, but expenditure at £32,339 was also lower compared to the same period. The net result has been an increase in profits and the reserves held by LRG at 31<sup>st</sup> December increased to £176,000 of unrestricted funds.

As a charity LRG Trustees have a duty to direct resources to delivering the charity objectives, whilst maintaining sufficient reserves to reduce exposure to risk. LRG have reviewed the level of reserves needed and have set a level to meet 12 months of projected expenditure. This reserve is held on deposit at Lloyds Bank, and some has been moved with Hampshire Trust Bank to spread the deposits to ensure they are covered by the FSA Deposit Guarantee Scheme.

A question was raised over the anticipated income from running events, and whether this was justified. CD replied that the budget sets targets for income, and with new staff this area of activity is being reviewed in order to begin to diversify sources of income, and to help reduce LRG's dependence on funding from publishing royalties from the journal.

There were no further questions from Members. Paul Tabbush therefore proposed that the report and accounts be accepted. Graham Fairclough seconded this. The Meeting **resolved** to approve the Treasurer's Report and to adopt the Annual Accounts, Balance Sheet and Auditor's Report.

The Chair expressed thanks to Steven Shuttleworth for his long service as both Treasurer and Company Secretary, and also to the current Treasurer (Paul Tabbush) for all their hard work in preparing the 2018 Accounts and liaison with the Auditors.

### **4/. SUBSCRIPTION RATES FOR 2019**

The Board considered the subscription rates for LRG Membership in the meeting preceding the AGM, and concluded that no increase was required this year. The Communications and Membership Manager and Treasurer will make recommendations in relation to future membership subscription rates, which may include a new, much cheaper, category for those not wishing to receive the Journal as part of their membership package. Chris Dalglish therefore proposed that the subscription rates be maintained at the current levels for 2019. This was seconded by Paul Tabbush. The Meeting voted 11 in favour, and 1 against so the proposal was **resolved** accordingly.

Rates for 2019 were therefore confirmed as:

Individual	£52.00
Student	£28.00

### **5/. ELECTION OF DIRECTORS**

The Company Secretary (David Saunders) explained that LRG's Constitution (Memorandum & Articles) requires that all the Trustees step down each year and, if they so wished, to offer themselves for re-election. Three of the Trustees decided not to stand this year (Maggie Roe, Nancy Stedman, Anna Jorgenson). As the AGM is usually only attended by relatively few members the Board decided in 2018 to introduce a system of proxy voting, which was devised by a working group chaired by Graham Fairclough. 13 members used the new system of proxy voting in 2019 and delegated their votes to the Company Secretary.

The Company Secretary explained that the election is based on a ballot sheet, listing the 4 new candidates and 12 of the current directors who had agreed to continue their service. Each member is

allowed to vote for up to 14 candidates. Those with the most votes will be elected. For reasons of continuity, the Board recommends to vote for at least 10 of the serving Directors.

25 members voted in total, 13 in person at the AGM, and 12 by proxy.  
The results of the election were as follows:

Prof. Vanessa Castán-Broto	19 votes (elected)
Prof Tim. Collins	10 votes (not elected)
Dr Chris. Dalglish	21 votes (elected)
Prof. Laurence le Dû-Blayo	16 votes (elected)
Mr. Graham Fairclough	21 votes (elected)
Mr. Marouen Hedhlie	19 votes (elected)
Mr Peter Howard	5 votes (not elected)
Dr Markus Leibenath	19 votes (elected)
Dr Gavin MacGregor	13 votes (elected)
Dr Ian Mell	15 votes (elected)
Prof Kenneth Olwig	17 votes (elected)
Prof Hannes Palang	20 votes (elected)
Prof Ingrid Sarlöv Herlin	19 votes (elected)
Mr Paul Tabbush	18 votes (elected)
Dr Tim Waterman	14 votes (elected)
Dr Emma Waterton	21 votes (elected)

The Chair (Chris Dalglish) proposed the fourteen candidates indicated as 'elected' above become Directors of Landscape Research Group Ltd for 2019/20. This was seconded by the Vice-Chair (Paul Tabbush), and the meeting **resolved** accordingly. Chris Dalglish congratulated the elected Directors and also expressed thanks to those candidates who were not elected for their participation. He also expressed gratitude to Graham Fairclough for organising this ballot.

#### **ELECTION OF HONORARY LIFE MEMBERS**

The Chair advised that no proposals had been received for Honorary Life Membership of LRG this year.

#### **6/. APPOINTMENT OF AUDITORS**

Paul Tabbush reported that the Auditors continue to provide accountancy services to the charity charging only £600 per annum. The Treasurer and CEO will undertake a review of the services provided but at this stage there is no reason to make a change. Chris Dalglish accordingly proposed that Hepburn and Co. of 1027A Garratt Lane, London SW17 0LN be re-appointed as auditors. Paul Tabbush seconded the proposal. The Meeting **resolved** that the appointment be confirmed.

#### **7/. ANY OTHER BUSINESS**

There being no other business the meeting closed at 19:30.

*Minutes taken by:*

**David Saunders**

**Company Secretary**

**41 Grange Road, Lewes, BN7 1TS, UK**

17<sup>th</sup> May 2019