

**MINUTES OF ANNUAL GENERAL MEETING**

**Meeting:** Meeting was held at 6.30pm on Thursday 15 December 2005 in Committee Room 2, The Scottish Parliament

**Our Ref:** EM SL R10-mins151205

**PRESENT**

Roz Artis-Young	Scottish Lime Centre
Richard Atkins	Chartered Architect
Karin Currie	Glasgow Urban Design Panel
Samantha Dennis	NTS
John Gerrard	Association for Protection of Rural Scotland
Robin Harper MSP	Scottish Parliament
John Hugh	Architect/EAA
Jane Jackson	Edinburgh World Heritage
Douglas Johnston	Scottish Lime Centre
John Lawson	Institute of Field Archaeologists
Fiona MacDonald	Edinburgh World Heritage Conservation
David McDonald	The Cockburn Association
Kasia Misiak	Gosford House
Eugene Mullan	RIAS/Smith Scott Mullan
Gordon Munro	City of Edinburgh Council
Niall Murphy	AHSS Glasgow
Miles Oglethorpe	RCAHMS
Ann Packard	Royal Society of Arts
Harry Phillips	Holmes Partnership/UDAL
Jo Robertson	Built Environment Forum Scotland (BEFS)
Dennis Rodwell	Cultural Heritage Consultant
Clare Sorensen	Historic Houses Association
Charles Strang	Association for Protection of Rural Scotland
Sebastian Tombs	Architecture & Design Scotland
Robin Turner	National Trust for Scotland
Graham U'Ren	Royal Town Planning Institute in Scotland
Brian Young	SPAB

**APOLOGIES**

Ian Baxter	Glasgow Caledonian University
Heather Chappell	Architecture & Design Scotland
Ian Gilzean	Architecture Policy Unit
Alistair Landells	RTPI
Chris Miller	Biggar & District Civic Society
Iain Munro	Scottish Arts Council
Julie Procter	Greenspace Scotland
Charles Prosser	Quoplans

Nora Radcliffe	Scottish Parliament
Dr Sean O'Reilly	Institute of Housing Building Conservation
Doug Read	Dignan Read Dewar
James Simpson	Simpson & Brown
Susan Stirling	Scottish Executive
Mary Wrenn	RIAS
Raymond Young	Architecture & Design Scotland

## **1.0 WELCOME**

- Robin Harper MSP welcomed all present to the Annual General Meeting.

## **2.0 MINUTES OF PREVIOUS MEETING ACTION**

- The minutes of the Annual General Meeting held on 8 December 2004 were available for consideration. These minutes were approved.

## **3.0 MATTERS ARISING**

- There were no matters arising from this meeting.

## **4.0 ANNUAL REPORT BY CONVENOR**

Robin Harper gave a brief synopsis of the following 3 meetings that were held during the year:

- 1 February 2005 – RIAS Sustainability Accreditation Scheme Launch
- 11 May 2005 – Joint meeting with CPG Affordable Housing – “Is Our Affordable Housing Quality”
- 6 October 2005 – Joint meeting with CPG Children & Young People – “Design for Children & Children as Designers”

## **5.0 FINANCE REPORT**

- A brief report on the Financial Accounts of the Group was given by Sebastian Tombs. In summary, the opening balance (26 November 2004) was £329.48 and the closing balance (16 November 2005) was £43.29.
- Sebastian explained that no subscriptions had been collected during this year and recommended that the subscription of £10 per annum was reinstated.
- There were no questions on the Finance Report.

## **6.0 APPOINTMENT OF OFFICE BEARERS**

- Robin Harper stated that this section can unfortunately not proceed as the rules for Cross Party Groups in the Parliament state that they require support from a minimum of 2 MSPs to be valid. Robin noted that he had emailed all MSPs about the meeting. Unfortunately, however, many MSPs return to their constituencies on

Thursday evenings. Therefore it will be necessary to fulfil this aspect of the AGM at a future meeting.

- The following points were highlighted by Robin.
  - Robin confirmed that he is happy to continue as Convenor of the Group.
  - Robin confirmed that Eugene is happy to continue as Secretary of the Group.
  - Our Treasurer Sebastian Tombs has resigned and many thanks to him for all his efforts over the past 4 years.
  - Graham U'Ren (RTPI) confirmed that he is prepared to act as Treasurer to the Group.
  - It was agreed that the people listed will fulfil these roles until this arrangement is formally approved at a future meeting.

#### **7.0 OFFICIAL CLOSE OF AGM**

- Robin highlighted the current difficulties for MSPs in supporting Cross Party Groups due to the substantial number of groups that exist. Robin is keen to encourage various groups to merge or co-operate with each other to their mutual benefit. It was noted that 2 of the 3 meetings held this year were carried out with other Cross Party Groups.
- No other business was raised.

#### **8.0 NEXT MEETING**

- It is anticipated that the next annual general meeting will be held on the Wednesday 6 December 2006, formal confirmation of this will be forwarded in due course.

#### **9.0 CLOSE OF FORMAL MEETING**

- The Convenor thanked all those present and the meeting was formally closed at approximately 7pm.