

**SHROPSHIRE CHAMBER LIMITED
DRAFT MINUTES OF THE SHROPSHIRE CHAMBER LIMITED ANNUAL
GENERAL MEETING
COMBINED WITH SHROPSHIRE CHAMBER MEMBERS' CHRISTMAS
LUNCH**

**Held at 12:00 p.m. on FRIDAY, 8TH DECEMBER 2023 at the ALBRIGHTON
HALL HOTEL AND SPAR**

Present:

Shropshire Chamber Directors present:

- Piran Littleton (President)
- Chris Pallet (Director)
- Maisy Owen (Director)
- Keith Winter (Director)
- Ruth Ross (Director and Chief Executive Officer)
- Carl Jones (Director)
- Kirsty Smallman (Director)
- Matthew Small (Director)
- Simon Macvicker (Director)

A total of 47 voting member companies across 69 delegates were in attendance.

Presidents Introduction:

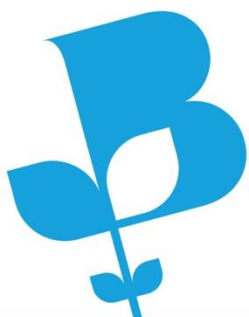
Piran Littleton, President of Shropshire Chamber formally welcomed members to the AGM.

Minutes of the 2022 AGM held on 2nd December:

Keith Winter proposed that the minutes of the 2022 AGM to be approved.
Proposed by Keith Winter of Dyke Yaxley LLC and seconded by Maisy Owen of MO Consultancy.

**Receive and Adopt Directors' Report and Audited Statement of
Accounts:**

Keith Winter gave a brief overview of the accounts of the Chamber for the year ended 31st March 2023. He referred members to page 7 and 8 summarizes income and expenditure for the year with comparisons for the



previous year. He referred members to the reduction in turnover for 2022 due to a loss of the International Trade contract the Chambers held with the Department for International Trade now Department for Business and Trade which finished in March 2022.

Keith reported that Cost of Sales has increased due to ending costs incurred with the International Trade contracts and associated redundancy costs. Keith also noted that the Chamber has reduced its overheads by approximately £66,000.

Keith commented that the Fair Value movements of £191,769 was not a loss to the Chamber as this is a paper reduction in the Chamber's investment portfolio between 31st March 2022 and 31st March 2023.

The Chamber's accounts show a loss of £401,956 and the true loss for the year is £210,187 and while this is a significant figure this is in line with expectations due to the ceasing of the International Trade contract. Keith assured members that the Chamber team was working to secure new revenues of funding through publicly funded contracts such as the Local Skills Improvement Plan and UK Shared Prosperity Fund (UKSPF).

Keith reported that the Chamber maintains healthy reserves of £2,362,335 placing the Chamber in the top ten strongest Chambers across the British Chambers network. Keith directed members to the Chamber's Investment Portfolio which showed a reduction from £1.540m to £1,199m this is due to a withdrawal of funds which the Chamber invested in delivery of the UKSPF contract and fluctuations in the stock market.

Keith proposes the adoption of the accounts. Carl Owen seconded and all in favour.

Appointment of Auditors and Fixing Remuneration:

Keith Winter proposed that Dains LLP be reappointed as the Auditors for the Chamber. Seconded by Niamh Kelly of the HR Department Shropshire, all agreed and in favour. Keith thank Dains for their auditing of the Chamber's accounts for this financial year.

Appointment of Directors:

Piran Littleton announced that two Directors of the Chamber are due to retire by rotation, Maisy Owen of MO Consultancy and Keith Winter of Dyke Yaxley (LLC).



Piran advised that both Keith and Maisy indicated that they would seek re-election to the Chamber Board of Directors. Proposed by Niamh Kelly of the HR Department Shropshire, seconded by Simon Macvicker of Bridgnorth Aluminum. All in favour.

Special Resolution

Keith Winter informed members that the Chamber has undertaken an extensive exercise to update and amend the Articles of Association. The Chamber's Articles of Association were last updated in 2006 and needed to be updated, bringing them into the line with the rest of the British Chambers of Commerce network, aligning them with Articles that govern the operating company of the Chamber and to modernize language around gender and technology. Keith explained that the Chamber's Audit Committee had been working on this change for a number of years and had sought legal expertise during the process.

Keith proposed that the draft articles of association distributed to the Members 21 days prior and circulated at the meeting be adopted as the articles of association for the company in substitution for and to the exclusion of the existing articles. This was seconded by Simon Macvicker of Bridgnorth Aluminum.

46 members voted in favour of the special resolution, 1 voted against, there were no abstentions. As over 75% of the members in attendance voted in favour of the special resolution this was deemed to have passed.

CEO Update:

Piran Littleton as Chamber President and Ruth Ross as Chief Executive provided a verbal update in the form of a Question and Answer session on the Chambers ambitions and goals to improve services for the Chamber Membership. Key ambitions included:

Increased Membership Engagement – The Chamber will aim to increase event and networking engagement by 20%, fostering opportunities for members to connect, share best practices, and build relationships. Encourage Shropshire businesses to participate in surveys, sharing challenges and successes for active support and impactful communication.



Increased Business Advocacy and Representation- The Chamber will increase opportunities to advocate for Shropshire businesses locally, regionally, and nationally. Launch the Policy Manifesto in January, outlining key areas of focus for member support.

The Chamber Measure advocacy impact, aiming for a mention in the House of Commons at least three times next year and engage in policy forums on critical topics, allowing businesses to shape policies directly.

Deliver Skills Research, Development and Training – The Chamber will progress LSIP Stage 2, obtaining in-depth employer feedback and collaborating with stakeholders for Stage 1 report actions. Achieve UKSPF Active Leadership and Upskilling Programmes, benefiting 100 companies and 200 individuals, creating 45 jobs. The Chamber will also introduce initiatives for workforce skills enhancement and foster partnerships with educational institutions and increase average participation in training programmes to 8 individuals, facilitating shared learning from diverse experiences.

Digital Transformation and Innovation – The Chamber will develop a strategy to help members embrace digital technologies, including AI. The Chamber will look to introduce workshops and webinars on technological trends and create an AI forum with AI business champions sharing insights on AI usage in business.

Sustainability and Corporate Social Responsibility – The Chamber will implement sustainability initiatives within the Chamber and encourage environmentally friendly practices among members. Establishing a framework to recognise and celebrate members' contributions to CSR and set specific targets for sustainability and community engagement.

Any Other Business:

There being no further business, the President closed the meeting at 12:45pm

Approved:  Date: __4th December 2023__
PIRAN LITTLETON - PRESIDENT

