



South Wales Outdoor Activity Providers Group

Notice of an ANNUAL GENERAL MEETING (the 16th Full Meeting of Members) to be held on Tuesday 27th November 2018 commencing at 6.30pm at RockUK Summit Centre (CF46 6RD)

Please note: all attendees will be required to register on entry, for voting purposes

Refreshments will be available for purchase from the café – please arrive in plenty of time if you wish to do this before the meeting.

After the meeting, there will be the option for a tour of the Centre and free use of the climbing wall (subject to the Centre's usual registered climber conditions).

AGENDA

1. Welcome & Apologies

2. Matters Arising from November 2017 AGM and April 2018 Emergency General Meeting

- a. AALS Review – the HSE has decided to adopt an industry-run scheme and will be working-up details over the next 3 years (in the meantime the current scheme will continue)
- b. Introduction and review of Membership Fees and online membership system – completed
- c. Registration and transfer of operations to Company Limited by Guarantee – completed (although action continues to formalise procedures and develop a new website)
- d. River Wye Glasbury-Hay conflict – Canoe Wales and SWOAPG are actively engaged. A brief meeting will be held with interested Members immediately following the AGM, to discuss responses to Powys CC's recently-announced consultation exercise

3. Overview of SWOAPG's recent and planned activity

4. Receipt of Annual Report and Accounts

5. Approval of new Terms of Reference

New Terms of Reference are required because of our transition to Company status. Although the Company is already governed by Articles of Association agreed at the April 2017 EGM, the Terms of Reference add detail, describing membership categories and the roles of the Steering Group, Board of Directors and key personnel.

6. Election of Steering Group, Directors and Chairperson

- a. Steering Group: Simon Neenan and Matt Woodfield are retiring, Steve Rayner has withdrawn from the Steering Group (to remove the Coordinator from decision-making), Richard Carpenter and Jethro Moore have offered to withdraw to make space for others. The following nominations have been received to fill these 5 positions (others may be put forward for co-opting after the AGM):
 - i. Existing Members: Richard Carpenter (Outward Bound Trust), Jethro Moore (Adventure Beyond)
 - ii. New Members: Stephen Davies (School Camp Ltd), Roger Lee (Hampshire & Cass Foundation Mountain Centre)
- b. Board of Directors: Steve Rayner has also resigned as a Director. The following nominations have been received to fill up to 9 positions (others may be put forward for co-opting after the AGM):
 - i. Existing Directors: Mark Soanes (co-opted in October 2018, now needs to be elected formally)
 - ii. New Directors: Stephen Davies (School Camp Ltd)
- c. Chairperson: Emyr Rees has agreed to continue in his position as Chairperson

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7. Formal Dissolution of SWOAPG as an Unincorporated Association

The operations and assets of the existing unincorporated South Wales Outdoor Activity Providers Group have been transferred to a new Company Limited by Guarantee and the existing unincorporated association now needs to be dissolved formally.

8. Approval of 2019 Membership Fees

The Board of Directors proposes the following Membership fees for the period 1 April 2019 to 31 March 2018 (unchanged from 2017/18, with no inflationary increase):

Full Corporate & Individual Members	£75
Associate Corporate & Individual Members	£25
Youth Members, Supporters, Subscribers	Free

9. Q&A with Steering Group & Coordinator