



IQBF

Institute of Quarrying
Benevolent Fund

Registered Charity No.: 213586

NOTICE OF MEETING

THE INSTITUTE OF QUARRYING BENEVOLENT FUND – NOTICE OF 2020 ANNUAL GENERAL MEETING.

NOTICE IS HEREBY GIVEN that the 2020 Annual General Meeting of Contributors to the Institute of Quarrying Benevolent Fund will be held via Zoom from the Tarmac National Skills and Safety Park, Tarmac Way, Off Wood Lane, Nether Langwith, NG20 9JF on Tuesday, 22nd September at 14.20h.

IQ and IQBF Annual General Meeting
22nd September 2020 at 14.00hrs (IQ) and 14.20hrs (IQBF)
Join Zoom Meeting
<https://zoom.us/j/97105060407>

AGENDA

Minutes of the Annual General Meeting held on 18th September 2019

1. Matters arising from the minutes
2. To consider the Report* of the Committee of Trustees and the Statement of Accounts* for year ended 31 December 2019
3. To elect the following Trustees to the Committee for the ensuing year
 - a) Chairman
 - b) Deputy Chairman
 - c) Four Ordinary Trustees
 - d) Two Branch Representatives
4. To elect auditors for the ensuing year
5. To review the appointment of the IQBF investment manager and make recommendations for the future in accordance with Clause 14.2 ii) f) of the Constitution
6. Special Resolution
Amendments to the following clauses in the IQBF Constitution to apply clarifications and to increase transparency and flexibility
 - a) Clause 1.6 addition of “to be held in person and/or electronic facility or facilities in accordance with this Constitution”.
 - b) Clause 1.8 addition of “United Kingdom”
 - c) Replace Clauses 4.7 to 4.10 with
 - 4.7 “It may employ or otherwise engage such person or persons to supervise, organise, promote or otherwise carry on work in furtherance of the objects of the IQBF and to pay such wages, honorarium, or other costs, expenses and disbursements as may be incurred and approved by the Trustees.”
 - and
 - 4.8 “It may incur and discharge any other costs, expenses or disbursements as may be determined as being reasonably incurred or required by the trustees for the furtherance of the objects of the IQBF.”



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- d) Clauses 4.11, 4.12, 4.13 renumbered to 4.9, 4.10, 4.11
- e) Clause 4.14 & 4.15 renumbered to 4.12 with the additional wording “Provided that any proposal in accordance with this clause 4.12 shall have been previously approved by a 75% majority of those attending and entitled to vote at a Special or Annual General Meeting.”
- f) Clause 4.15 renumbered to 4.13
- g) Clause 10.1 to include additional wording “either in person or by simultaneous attendance and participation by electronic facility or facilities.”
- h) Clause 10.10 changed to “Agenda indicating clearly the nature of business to be transacted and the date time and venue of any Committee meeting shall be sent by hard copy post or by electronic form to each Committee Member not less than twenty-one days before the date of the meeting. The agenda shall also specify the means of participation by electronic facility or facilities and how persons attending by electronic facility or facilities should communicate with each other.”
- i) Clause 11.1 to include additional wording “either in person or by simultaneous attendance and participation by electronic facility or facilities.”
- j) New Clause 12 added - “Simultaneous attendance and participation by electronic facilities”
 - 12.1 The Trustees may resolve to enable persons entitled to attend and participate in any meeting to do so partly (but not wholly) by simultaneous attendance and participation by means of electronic facility or facilities, and may determine the means, or all different means, of attendance and participation used in relation to the meeting. Those present in person or by proxy by means of an electronic facility or facilities (as so determined by the Trustees) shall be counted in the quorum for, and be entitled to participate in, the meeting in question. That meeting shall be duly constituted and its proceedings valid if the chair is satisfied that adequate facilities are available throughout the meeting to ensure the members attending the meeting by all means (including the means of an electronic facility or facilities) are able to:
 - 12.1.1 participate in the business for which the meeting has been convened.
 - 12.1.2 hear all persons who speak at the meeting; and
 - 12.1.3 be heard by all other persons attending and participating at the meeting.
 - 12.2 A person shall be entitled to vote when attending a meeting by electronic facility or facilities in such manner as shall be directed by the chair and that person’s vote can be taken into account in determining whether or not resolutions are passed provided the vote is cast within the time limit given by the Chair.
 - 12.3 Where a person is entitled to participate in a meeting by electronic facility or facilities any document that is required to be on display or available for inspection at the meeting shall be made available for inspection in electronic form for the required period of time and provision for such a document in an electronic form shall be deemed to satisfy any requirement to provide and make copies available for inspection and approval at the meeting.”
- k) Clause 12, 13, 14, 15, 16 renumbered to 13, 14, 15, 16, 17
- l) Clause 14.2 (i) becomes 15.2
Clause 14.2 (ii) becomes 15.3
Clause 14.2 (iii) becomes 15.4



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By order of the Committee of Trustees

Louise White, Secretary, 27th August 2020

*The Report of the Trustees and the Statement of Accounts will be available on the IQ website www.quarrying.org at least 21 days before the date of the 2020 AGM.



MINUTES OF THE ANNUAL GENERAL MEETING OF THE INSTITUTE OF QUARRYING BENEVOLENT FUND (IQBF) HELD ON WEDNESDAY, 18TH SEPTEMBER 2019 AT THE NOVOTEL J25/M1, BOSTOCKS LANE, LONG EATON SANDIACRE, NOTTINGHAM, NG10 4EP

Following the AGM of the Institute of Quarrying the Chair was taken over by Paul Calladine, Chairman of the IQBF, who ascertained the presence of a quorum.

1. Minutes of the Annual General Meeting held on 21ST September 2018

The minutes, having been duly circulated, were approved and signed as a true record by the Chairman. Proposed, Viv Russell, Seconded by Steve Cole.

2. Minutes of the Extraordinary General Meeting held on 6th June 2019

The minutes, having been duly circulated, were approved and signed as a true record by the Chairman. Proposed, Viv Russell, Seconded by Tim Harvey.

3. Matters arising from the minutes

There were no matters arising.

4. Annual review – notice of change of financial year

The report of the Committee of Trustees and Statement of Accounts would not be available until the 2020 AGM following the change to the financial year as approved at the EGM on the 6th June 2019.

5. To elect the following Trustees to the Committee for the ensuing year

a. Chairman

The re-election of Paul Calladine to serve as Chairman for the ensuing year was fully supported by all.

b. Deputy Chairman

The re-election of John McGough to serve as Deputy Chairman for the ensuing year was fully supported by all.

c. Four Ordinary Trustees

The re-election of the current Ordinary Trustees, James Thorne, Ken Bradley, Brian Wiltshire and Martin Isles for the ensuing year was fully supported by all.

d. Two Branch Representatives

The re-election of Tyrone Partridge and Nigel Morton was fully supported by all.

6. Election of auditors

Proposed by Viv Russell and seconded by Colin Jenkins, it was agreed that Dains be retained as auditors for the ensuing year.

7. To review the appointment of the IQBF investment manager and make recommendations for the future in accordance with Clause 14.2 ii) f) of the Constitution

Following the approval of Treasurer, all fully supported that investment manager Investec be retained.



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8. Any other business

No further business, meeting closed.

Signed

Date