

CNPF Executive Meeting Wednesday 28th August 2019 11:00 – 13:30

Meeting at CNPF Office Warrington and via Skype.

Present.

Mark Nelson – **MN - Chair**

Nigel Dennis – **ND – Chief Executive**

Peter Storey – **PS – Finance officer**

Louise Gibson – **LG- Via Skype**

Gary Thwaite. – **GT**

Ian Muir – **IM – Via Skype.**

Minutes of Executive Meeting held 19th February accepted as accurate record of the meeting

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No Actions arising from meeting from the 19th February 2019

CNPF Executive

MN informed the Executive that he will leaving the employ of the CNPA, on the 24TH October 2019 by way of ill health retirement.

Under the rules of the CNPF (Rule 8f refers) the unanimous decision of the Executive was to elect Mr Gary Thwaite as the Chairman of the CNPF with effect of the 25th October 2019. GT will be remain in this Office until December 2022.

The Executive took the decision in accordance with CNPF rule 7b to appoint Mr Darren Adams to fill the vacancy that has occurred and his period of office will be until December 2022.

PS informed the meeting that he will be leaving the employ of the CNPA on the 17th September 2019 by way of ill Health Retirement.

As the Honorary Treasurer is an appointed position PS indicated that he would be willing to continue in that role for a short period **PS** formally accepted that offer.

In accordance with the Energy Act 2004 C3 S64 (8) the unanimous decision was for PS to continue in that role (numerated)

LG asked that it is placed on record her thanks for the work PS has undertaken in this role all the Executive echoed that sentiment.

ND informed the meeting that he will leaving the employ of the CNPA and the appointed role of the Chief Executive on the 29th February 2020

Action1 **ND** informed the meeting that he would in accordance with CNPF rule 9 he would commence the process of appointing a new CEO of the CNPF to be in place by 1St March

2020 (*This appointment to be ratified by an Extraordinary General meeting to be held on the 11th December 2019*)

The Executive asked **ND** if he would be willing to offer his services to the CNPF in an advisory capacity (numerated) commencing 1st March 2020 , and in accordance with Energy Act 2004 C3 S64 (8) **ND** accepted this offer of an advisory role for a limited period .

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The terms and conditions of both of the numerated roles of **ND** & **PS** were agreed and accepted by all parties present.

Action 2 PS To ensure the fiscal arrangements are put in place relating to the Executives direction in this matter.

Action 3 -GT – To make all necessary arrangements to hold an extraordinary general meeting on the 11th December 2019, to be held at the Union Jack Club London

Deed of Trust

ND – Informed the meeting that the current Deeds of Trust were drawn up by our legal advisors in 2009. There is a requirement to have them updated, and to appoint new trustees .

Action 4 – GT To bring forward names from the membership to take on the role of trustees

Action 5- ND To make arrangements with the CNPF legal advisor to have new deeds of trust for the CNPF drawn up.

CNPF – Annual audited accounts 2018.

The Executive were taken through the newly prepared audited accounts for 2018, supplied by the CNPF Accountants by **ND** . It was welcomed that once again during the stewardship of this Executive a surplus of funds have been carried over into 2019 .

The 2018 audited accounts were signed off by the principle officers as being an accurate record as supplied by the Federations accountants Styles an Co of Warrington .(*CNPF rule 12 b refers*)

The Executive of the CNPF took the decision not to raise the monthly subscription in accordance with rule 12 j for 2019.

Meeting Closed at 13:30hrs .

