



The Low Carbon Hub IPS Limited (31903R)

Minutes for the Annual General Meeting of The Low Carbon Hub IPS Limited

held online on Monday, 14 October 2024, 18:30 – 20:00

PRESENT:	NAME	ROLE
IN ATTENDANCE:	S Drummond (SD)	Non-executive Director, Chair
	B Hammond (BH)	Executive Director, CEO
	C Woolhouse (CW)	Non-executive Director
	R Kesterton (RK)	Non-executive Director
	CG Nwangele (CGN)	Non-executive Director
	M Tullar (MT)	Non-Executive Director
	M Brookes (MB)	Executive Director
	S Huggins (SH)	Executive Director
	T Jones (TJ)	Renewables Portfolio Director
	A Kitchen (AK)	Non-executive Director
	L Odour (LO)	Non-executive Director
	M Frerk (MF)	Non-executive Director
	T Paterson (TP)	Company Secretary

Welcome and introductions

SD, chair of The Low Carbon Hub IPS Board of Directors, welcomed all to the meeting and he asked IPS directors to make themselves known including:

SD introduced the format of this online AGM, with indicative and anonymous voting results shared at the meeting with the final results included in these minutes. Votes include those cast by members online, proxy votes received, eligibility to vote was reconciled removing any duplicate votes.

1. Minutes of the last meeting

Members were asked to approve the minutes of the last AGM, as circulated. No questions were raised at the meeting.

	FOR	ABSTAIN	AGAINST
Members approved the minutes of the last AGM as an accurate record with;	82 in total; being 33 in person and 49 by proxy	9 in total; being 8 in person and 1 by proxy	0

2. Directors' report

Members were asked to receive the Directors' report for 2023/24, as circulated. No questions were raised at the meeting.

Members agreed to receive the report.

3. Accounts and auditor's report

Members were asked to approve the accounts and auditor's report for the last year, which had been published in draft on the website two weeks prior to this AGM. No questions were raised at the meeting.

	FOR	ABSTAIN	AGAINST
Members agreed to approve the accounts and auditor's report with;	85 in total; being 36 in person and 49 by proxy	7 in total; being 6 in person and 1 by proxy	0

4. Appointment of Auditors

SD explained that Critchleys of Oxford had served as the organisation's auditors for the past ten years. As it is considered good practice to change auditors after such a period, members were asked to approve the appointment of Richardsons Chartered Accountants, 30 Upper High Street, Thame, Oxfordshire, OX9 3EZ, as auditors for the coming financial year.

	FOR	ABSTAIN	AGAINST
Members agreed to the reappointment of Richardsons as auditors for the coming year with;	88 in total; being 41 in person and 47 by proxy	3 in total; all by proxy	1 in total by proxy

5. Re-election of Members of the Board

Steve Drummond explained that we have a rolling rotation for IPS directors to be reconsidered by shareholders; their nominations have to be proposed and seconded by two IPS members, as required (namely Barbara Hammond and James Ochiltree). No questions were raised.

	FOR	ABSTAIN	AGAINST
To re-elect Steve Drummond as a non-executive director with;	89 in total; being 40 in person and 49 by proxy	2 in total; all by proxy	0
To re-elect Barbara Hammond as a non-executive director with;	90 in total; being 40 in person and 50 by proxy	3 in total; 2 in person and 1 by proxy	0
To re-elect Al Kitchen as a Communities non-executive director with;	92 in total; being 44 in person and 48 by proxy	3 in total; all by proxy	0

7. Any other business

None had been notified to the meeting.

8. Close

There was no further business, and the Chair declared the meeting closed at 20:01.

CHAIR

DATE