



Annual General meeting 5th February 2026 : 6.45pm

Minutes

Attending

20 members

1. Welcome and Apologies.

The Chair welcomed people to the meeting.

Apologies from: 4 members

The Secretary reminded the meeting that this was the first meeting after a full year of being a SCIO and that meant some of the procedures are different to in the past. The Board are responsible for the legal requirements of running of the club, and the members choose the board. The main purpose of the AGM was for members to chose the board and receive information about the way they have been operating the club.

2. To receive and adopt the Minutes from the previous AGM of 6th February 2025

Accepted by all.

3. To receive and adopt the Chair's report.

The Chair presented his report. See Appendix 1

4. To receive and adopt the Treasurer's report and verified annual accounts covering the affairs of the Club during the previous year. See Appendix 2

5. Proposal for changes to the Constitution: See Appendix 3

These were accepted unanimously.

6. To dissolve the current Committee/Board.

7. The "election" of the Committee/Board.

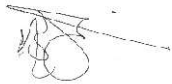
The following members will continue as Board members and do not require an election (Clause 76 or Constitution): DH, KB, NS, MB , SD, AS, BC, BB, NF

M R was Proposed by LH and seconded by NF, so was elected to the board.

6. AOCB

LH asked if a lathe could be made available for beginners during “lathe nights” NS explained that the plan was to have one lathe available for instruction each “lathe night”, and that tuition was available on other nights

Meeting finished at 7.45 pm



Appendix 1- Chairs report:

Highland woodturners club has completed its first full year as a charity, having taken Scottish Incorporated Charitable status in October 2024 (SCIO).

At the AGM on 6th February 2025, there were 5 retirements from the previous board of trustees, which left 8 deemed to have been re-elected. One new trustee was appointed by members to make a total of 9 trustees for the new board.

Trustees 2025/6: MB, KB, BB, BC, SD, DH, EL, NS, AS.

Officers of the board of trustees were proposed and elected by the trustees on 8th February at the first meeting of the new board in accordance with the constitution.

Chair	NS
Secretary	BB
Treasurer	MB

I want to thank AM, previous Chair of the board of trustees and both GP, previous Secretary, and AG, previous Treasurer for their detailed help and advice during the change-over of administration.

I should also like to thank all the members of the 2025 board of trustees for their support and encouragement throughout the year. We have achieved a great deal and nudged the club in new directions. I have been particularly impressed by the ‘Can Do’ approach shown by all the trustees in moving the club forward to develop a more comfortable and social element to meeting evenings. Our first moves were to abolish charges for tea and coffee and to open the clubhouse at 6pm. This earlier opening gives members a chance to show and discuss their work with experienced turners and has proved popular along with the ‘Show us what you are doing table’.

I especially thank BB for his support and for representing me when I couldn't attend meetings. I have made no secret of my ongoing illness and must mention that I could not have managed this time last year without the help from BB and MB last year during the transition period.

My report follows under various headings: -

Board of trustees: The board has met 7 times. At the first meeting all trustees agreed to take individual responsibility for various aspects of the activities of the club. KB; Health and Safety. BC; Doorman/Raffle, Hygiene, Dust management. SD; Library and Social area. DH; Competitions, maintenance and management of machinery. ELs; Redesign of the sharpening stations. NS; Strategy and development, Meetings programme, teaching/training organiser. AS; Wood procurement, responsibility for the woodstore and small workshop. This has been a very successful move with all tasks completed and running smoothly. In October, EL informed the board of his intention to resign as a trustee at the AGM. I was pleased to persuade EL to return to the committee this year. Every organisation needs its trusted sage and Errol helped to keep us grounded and always offered sound advice for which I thank him. In November the board appointed NF as trustee as a replacement for EL. NF brings an important perspective as a novice and will very soon take on an area of responsibility.

Non-trustee helpers: In addition to the trustees, I must mention the invaluable help we have had from several members who contribute regularly to the club, premises and machinery. CL who runs the raffle and welcomes you when you arrive. JR who represents us on the Hall Committee, provides PAT testing annually for all our electrical items. JR is the man to whom we turn in case of machinery breakdown and is the one member of the club who has paper qualifications for teaching on all our machinery. DL who leads the audiovisual team and is supported by DH and BC. DL is often here helping JR also.

Meetings: We held 25 fortnightly meetings. The mixture of demonstrations with the audience seated and '5 lathe evenings' with 5 invited members to create turned work usually on a specific theme has continued to be a success. One meeting was cancelled because of snow and frost. Gary Lowe from Nairn gave a very successful demonstration on making finials. We plan 3 visiting demonstrators in 2026.

Training/Teaching: Teaching/training evenings are arranged *ad hoc* on Thursday evenings alternating with club meetings. We held 14 novice teaching evenings involving 10 experienced members as tutors. Many will know that for novice members we plan a course of 4 sessions, after which most beginners work on their own lathes but are welcomed to seek advice and more training as they encounter snags and difficulties. We offer 'improver' classes in all aspects of woodturning.

Competitions: All members are allocated to a class depending on their ability. (Novice, Intermediate and Open). The club has 2 competitions: The HWC Shield is held 4 times a year with 4 specified subjects and The Christmas Competition is held on the last meeting before Christmas.

Winners this year: Novice Shield; GG, Intermediate Shield; KH, Open Shield; DH. Novice Christmas; NF, Intermediate Christmas; S, Open Christmas; DR.

Thank you to DH and SD for running the competitions and a thank you to all the judges.

Health & Safety: I must remind you as I do at the start of every meeting that Health and Safety is a collective responsibility. No serious accidents or incidents have occurred this year. Up-to-date risk assessments for all machines in the workshop and wood store areas have been produced by KB. These are the basis for 'safe working practice' documents to which all members will be expected to sign up before using any HWC equipment. In addition, risk assessments of fire and electrical safety are under development. Fire drill is planned for the next few months. Next month we are holding a meeting dedicated to Safety awareness and all members are invited to share their experiences.

Communications: The HWC has 2 internet-based communications outlets. The website is used as a notice board for the programme of meetings and HWC policy documents. The website is a public space with restricted access for administration. The secretary is responsible for populating the website and uploads brief photographic record following meetings/competitions etc. Previously, the website hosted a blog record of meetings authored by AM, the then Chair. We have been unable to continue this useful service due to lack of a member with that specific interest. The HWC Facebook page was locked to the previous Chair and has been renamed *Highland woodturners Club from 2025*. The secretary uploads notices about, and information from, meetings to this page. Enquiries via the Contact page of the website are emailed to the Secretary and Chair. All electronic communication between the Members and the board of trustees is directed through the Secretary by email.

Outreach activities: I went to the Munloch Primary School in March with JR and 2 members of the Black Isle Mens Shed. Our demonstration on woodworking and woodturning was very popular with pupils and staff, and we hope to do more of this in the future.

We were involved in discussion with Black Isle Mens Shed in early summer 2025 about sharing space at the basement area of the Munloch Community Hall. Plans were drawn up but the cost of building the new premises was unaffordable.

This coming year we will hold an open day in August in the Community Hall upstairs to promote our club to local residents and offer taster lathe sessions downstairs in our club house. We will be looking for helpers please, We intend to work with local young people such as Scouts.

Appendix 2. Treasurers Report

Highland Woodturners Club (SC053651) Treasurer Report Year ended 31 December 2025 The 2025 financial year progressed with the consolidation of the charitable status of the Club. A new bank account was created to reflect this change and the previous account closed with the balance

transferred in June. A new Board of Trustees was elected at the February 2025 AGM and the Trustees names are published on the Scottish Charities Regulator (OSCR) website. The accounting position for the year 2025 started with an opening bank account balance of £3,445.84 which includes £650 membership subscription fees paid in advance at the end of 2024. During the year the Club received £4,423.32. For the same period the Club incurred in £4,916.58 expenditures. This represent a deficit of £493.26. At the end of 2025 the Club received £1,475.00 in membership subscription fees paid in advance for 2026. The year closed with a bank account balance of £3,777.58, an increase of £331.74 from the opening balance. On the income side the membership subscription for 2025 amounted to £2,380.00 which is slightly higher than previous years mainly due to new members joining the Club. The raffle generated £1,608.61 including the Christmas raffle. Training generated £350 in line with previous years. On the expenses side the hall rent has not changed from previous years and stable at £1,680.00. A defibrillator was purchased in February, representing the single highest expense, using income generated from the open day which was accounted in 2024. The insurance premium has increased however to a lesser percentage than previous years. The electricity bills, previously refunded to the Munloch Village Hall, are now paid by the Club to the provider by direct debit. An obligation of the Charity is the submission by the end of September 2026 of the annual accounts to OSCR using predefined online forms. The accounts will be publicly available thereafter. The figures from these accounts will form the basis for the OSCR submission. As per OSCR directives, in line with the Club Constitution, a review of these accounts has been carried out by a trusted Independent Examiner nominated by the Board of Trustees. The Independent Examiner review is attached to this note. I take this opportunity to express my gratitude to the Trustees for their support in my role and to the previous Treasurer, Allan Geddes, for the smooth transition of duties. Thanks to those members who made advance purchases for the Club and helped out in the running of the raffle. A personal thanks to Errol Levings who is standing down from the Board of Trustees after several years of valued service to the Club. His clear judgement will be thoroughly missed. A particular thanks to AM who independently reviewed these accounts. MB, HWC Treasurer 25 January 2026

HWC Statement of Income and Expenditure	2025	2024
Opening bank balance 01 January	£3,445.84	£2,383.74
Less subscriptions received in advance in 2024	£650.00	£715.00
Adjusted opening bank balance 01 January	£2,795.84	£1,668.74
INCOME		
Membership	£2,380.00	£1,867.50
Raffle	£1,608.61	£1,379.00
Training	£350.00	£320.00
Grants received	£0.00	£0.00
Donations	£68.10	£35.00
Insurance claims	£0.00	£0.00
Guests	£10.00	£0.00
Teas	£6.61	£93.94
Sales	£0.00	£0.00
Library loan	£0.00	£0.00
Open day	£0.00	£1,040.30
TOTAL INCOME	£4,423.32	£4,735.74
EXPENSES		
Wood purchase	£168.00	£0.00
Consumables	£17.99	£485.04
Spare parts and repair	£208.20	£0.00
Stationary	£44.68	£0.00
Hall Rent	£1,680.00	£1,680.00
Electricity	£21.47	£298.24
Waste collection	£203.75	£212.01
Insurance	£403.21	£380.76
Web and advertising	£104.24	£100.64
Subscriptions	£48.00	£48.00
Tools and fix items	£1,604.67	£80.39
Courses	£150.00	£0.00
Christmas prizes	£239.04	£202.79
Bank Charges	£23.33	£0.00
Open day costs	£0.00	£96.00
Other	£0.00	£34.77
TOTAL EXPENDITURE	£4,916.58	£3,618.64
Surplus/Deficit	-£493.26	£1,117.10
Add subscriptions received in advance for 2026	£1,475.00	£650.00
Closing balance 31 December	£3,777.58	£3,445.84

Appendix 3 Changes to the Constitution

.Proposal for Amendment:

Para 1. Reword to:

The organisation is a Scottish Charitable Incorporated Organisation (SCO53651).

Para. 12 Reword to :

There shall be 3 membership class, namely Full Member, Junior Member and Honorary Member.

Para 17. Reword to :

Members shall require to pay an annual membership subscription.

The members may vary the amount of the annual membership subscription and/or the date on which it falls due in each year, by way of a resolution to that effect passed at an AGM

Para 31. Add

c) setting of the membership fees and membership year:

This also re-labels the next item as d)

Para 70. Re word to :

A person shall not be eligible for election/appointment to the board under clauses **Error! Reference source not found.** to **Error! Reference source not found.** unless they are a Full member of the organisation