



The
Scottish Justices
Association

To: SJA Members

11 October 2013

Dear Member

Annual General Meeting

The Annual General meeting will be held in the Edinburgh Sheriff and JP Court at 11 am on Saturday 26 October 2013. Directions are given below.

Enclosed are the agenda and the Minutes of the Annual General Meeting 27 October 2012.

The report of the Independent Examiner will be available at the AGM.

To prevent excessive paper with this posting, please note that the list of attendees and apologies and the constitution of the Association as approved at the 2012 AGM can be downloaded from the web site scottishjustices.org.

As it is necessary for security purposes that your name is listed for attendance and for parking at the court, please complete the form below. It will also confirm the number attending the AGM.

Yours sincerely

John Lawless
Secretary SJA



The
Scottish Justices
Association

AGENDA

Annual General Meeting, Saturday 26 October 2013
Edinburgh Sheriff and JP Court, Court Room 9A 11 am to 12 noon

(Coffee at 10:30 am on arrival)

1. Welcome from the Chairman
2. Confirmation of attendance
3. Approval of the minutes of the Annual General Meeting held on 27 Oct 2012.
4. Annual Report of the Executive
5. Approval of the accounts of the Association
6. Appointment of an independent examiner for the accounts: proposal to re-appoint Campbell Dallas, Chartered Accountants, Glasgow.
7. Amendments to the Constitution
Resolution 1 –
At appendix A where postal mail is mentioned this is changed to postal or electronic mail.
8. Welcome to the new Executive Committee from the Chairman

GS John Lawless, Stewart Daniels
NS Fraser Gillies, Marella O'Neill, Tom Finnegan
L&B Mike Samphier, Robert Mitchell
GHI John Logie, John Hutchison, Allan Clasper
TCF Robin White, Stuart Fair, Keith Parkes
SSDG Johan Findlay, Jennifer Milligan

Note that it is planned that there will be a meeting of the new executive following the AGM to elect the office bearers and, with the outgoing officers, to arrange any administrative hand-over. This will take place at 2pm.

John Lawless

Secretary, Scottish Justices Association

Please return this form to the address below or inform the secretary by email at secretary@scottishjustices.org by Monday 21 October 2013.

Please complete as appropriate

Name: _____

Commission area : _____

I intend to be present at the AGM on Saturday 26 October 2013

I would like to park at the court.

My car registration number : _____

Please record my apologies for AGM on Saturday 26 October 2013

Please return this slip if you are attending for security purposes for court staff.

Reply to :

Post

or

E-mail

John Lawless
Secretary SJA
1 Bankhead Road,
Carmunnock
Glasgow
G76 9BW

secretary@scottishjustices.org

Minutes AGM 27 October 2012

The Annual General Meeting was convened at 11 am on Saturday 27th October 2012 in court 9A, Sheriff and JP Courts, Chambers Street, Edinburgh.

The meeting was chaired by Fraser Gillies, SJA Chairman

1. Welcome from Chairman.

The Chairman welcomed those attending to the Annual General Meeting.

2. Confirmation of Attendance

The Secretary reported that there were 20 names on the sign in sheet, therefore the meeting was quorate.

3. Approval of the minutes of the AGM held on 22 Oct 2011

The minutes were submitted for approval. Proposed for acceptance by Philip Murray and seconded by Alan Clasper. There was no counter motion and the minutes were therefore approved.

4. Annual Report of the Executive

The Annual report was presented to members and was accepted without comment.

5. Approval of Accounts of the Association

The Treasurer, Stuart Fair, directed members to the details in the Annual report on pages 5/6. He then presented a formal copy of accounts, which had been signed off by Campbell Dallas. He noted that this 2011/2012 period was the first full year of synchronised accounts with a financial year of 1 April to 31 March.

Stuart informed the meeting that the 2013/14 grant had been reduced to £18,500 (see report page 7). He added that should we continue to consume the reserve in this year, then we will struggle in 2013/14. Therefore it would be prudent to modify our spend accordingly.

When asked what reserves should be for an organisation like ours, Stuart advised that typically they should be 5% of overall activity.

It was suggested that there should be a focus on Executive expenses. Stuart explained to the meeting the three forums which held meetings. It was not as straightforward as holding less meetings as there were other meetings held e.g. the Judicial Council.

Keith Stirling mentioned that for one of his meetings, his Sheriffdom funds his attendance. It was noted that this attitude could vary from Sheriffdom to Sheriffdom.

Tom Finnigan noted that there must be a minimum cost to operate the Association and that when determined this should be fed back to Government. Susan added that, to effectively represent the whole country, travel costs were unavoidable.

Johan stated that we should be careful about seeking additional funds from the Scottish Government given the current climate re JPs. Robin suggested that we should perhaps set a maximum figure for Executive expenses.

It was agreed that the first task of the Executive should be to look at attendance at meetings and their frequency and how to live within our resources.

The assembled expressed their thanks to Stuart for his work as Treasurer.

It was proposed by Tom Finnigan and seconded by Bob Johnstone that the accounts be approved. There was no counter motion. The proposal was carried and the accounts approved.

6. Appointment of an independent examiner for accounts

Stuart proposed the re-appointment of Campbell Dallas as independent examiner.

This was approved by the meeting and Campbell Dallas re-appointed.

7. Amendments to the Constitution

Resolution 1 – AGM date

Proposed by the SJA Executive Committee

In 6 a) “September or” to be added so that the paragraph starts:

Within the month of September or October, an Annual General Meeting shall be held...

This motion was carried without comment

Resolution 2 – AGM notices

Proposed by the SJA Executive Committee

in 6 a) Replace the whole of the second paragraph with

In the paragraph above “sent”, “send” and “address” shall refer to sending using email to the member’s email address where that contact information has been given to the Association.

This motion was carried without comment

Resolution 3 - Executive

Proposed by the SJA Executive

Add the following sentence to 5 i) If a representative fails to attend three consecutive meetings of the Executive, s/he shall be deemed to have resigned, unless there is a reason or reasons for absence accepted as reasonable by the Chairman

There was some discussion as what would happen should it be the Chairman who failed to appear. However, as the meeting were not able to reword the proposal, the spirit of the motion was accepted and the motion carried nem con

8. Welcome to new Executive Committee from Chairman.

Fraser welcomed the new committee, in particular those elected for the first time; John Logie, Michael Pickthall and Mike Samphier.

He also gave his thanks to those members of the Executive, who were leaving office; Andrew Webster, Rodger Neilson, Susan Kirkwood and John Burns.

In response to a question from the floor, regarding the vacancy in TC&F, it was noted that this vacancy would remain until the next election as there was no process for doing otherwise in the Association rules.

On behalf of the Association, the Chairman gave thanks to David Kemp, David Shand, their clerical staff and the Sheriffs Principal of Lothian and Borders who had provided us with the facilities to hold the meeting.

There was a vote of thanks from the floor to the Chairman for his work over the past year. Accepting this, the Chairman thanked members for attending and being no more business the meeting was closed.

Approved as a true record

Signed(Chair)

Date

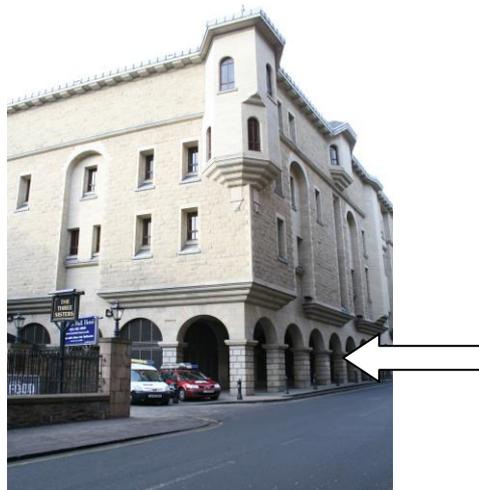
Edinburgh Sheriff Court and Justice of the Peace Court Parking Access

- S.J.A AGM -

Link to Multi-map: <http://www.multimap.com/s/RaCulIRC>

Entrance to the parking area is from the Cowgate (running parallel to and south of the High Street/Royal Mile - just east of the Grassmarket; a mile west of Scottish Parliament building).

The “in” ramp is located nearest to the Tailors Hall Hotel / Three Sisters under one of the arches as shown on below.



Security will direct you to the allocated space, and will then show you to the lift area. Chambers Street entrance is level 4; Court 9A is level 5.

It should also be noted that all persons using the parking area do so at their own risk