



<b>Attending:</b>	<p><b>Board Directors:</b> Rory Bowen (RB) Andy Brown (AB) Cllr Richard Clewer (RC) - Chair Kathryn Davis (KD) Victoria Moloney (VM) Debby Skellern (DS) Richard Walters (RW)</p> <p><b>SWLEP Limited members</b> Richard Bell (RBe) – Swindon Borough Council Darren Brindley (DB) – Business West (accompanied by and Dee Temple-Multon of Business West) Parvis Khansari (PK) – Wiltshire Council Ruth Lambert (RL) - FSB</p>
<b>Apologies:</b>	<p><b>SWLEP Limited members</b> Ian Andrews – Assisi Bookkeeping Bruce Bodio – BioViron Julija Clapp – Network Rail (resignation) Jim Clarke – Found Resourcing Katie Davies – NFU (proxy vote) John Wyatt - WH Kemp</p>
<b>In attendance:</b>	Tim Burghes (TB), SWLEP / Caroline Milbourn (CM), Wiltshire Council
<b>Guest(s):</b>	
<b>Chair:</b>	Richard Clewer (RC)
<b>Notes:</b>	Deborah House (DKH) via recording
<b>Location:</b>	Online via Microsoft Teams

Item	Narrative	Deadline
	<b>Welcome from the SWLEP Chair and apologies</b>	
<b>1.0</b>	The meeting opened at 3.32pm and the Chair welcomed attendees to this General Meeting (GM) of the Swindon & Wiltshire Local Enterprise Partnership (SWLEP) Limited. Welcome was extended to the members of SWLEP Limited attending. Apologies were noted.	
<b>2.0</b>	<p><b>Declaration of Conflict of Interest</b></p> <p>The Chair stated that six out of the eight directors were employees of Wiltshire Council, and that Wiltshire Council was also a Company Member. No additional conflicts of interest were declared.</p>	
<b>3.0</b>	<b>Special Resolution</b>	



Item	Narrative	Deadline
	<p><b>Adoption of revised Articles of Association for the Swindon and Wiltshire Local Enterprise Partnership Limited</b></p> <p>The proposed Special Resolution was read to the meeting as follows:</p> <p>“We are now seeking support from the company Members to enact the remaining changes required for Swindon &amp; Wiltshire Local Enterprise Partnership as a going concern to come under the sole control of Wiltshire Council. A paper has been circulated setting out the proposed replacement Articles of Association which will enable this to occur. The resolution Members are being asked to vote on today is to amend the Articles of Association to those distributed with the notice of this meeting. These Articles amend the requirements of the company to have multiple directors and over 70% private membership of directors and members to allow as a minimum just one director and one member to facilitate the Government’s* requirements going forward.”</p> <p>*That is, central Government, Westminster.</p> <p>Parvis Khansari, SWLEP Company Member from Wiltshire Council, joined the meeting at this point.</p> <p>The resolution was put to the vote. To pass the resolution, a minimum 70% of Members attending were required to vote in favour of the resolution. There were no votes against the resolution and no abstentions.</p> <p><b>The voting was unanimous, and the Special Resolution was passed.</b></p> <p>RC stated that the amendments represented a significant change for the LEP; a change which government had imposed. The challenge now was to shape the delivery of LEP functions according to government requirements to continue to deliver for Swindon and Wiltshire.</p> <p>DS thanked Company Members for attending the meeting.</p>	
<b>4.0</b>	<b>Q&amp;A and closing remarks</b>	
	The Chair thanked attendees to the meeting and closed the meeting.	
<b>5.0</b>	<b>General Meeting closed at 3.38pm</b>	



**Signed by :**

*PKhansari.*

**Parvis Khansari**

**Date:**

**31<sup>st</sup> May 2024**