

Meeting title	GFirst LEP Annual General Meeting
Date/time/venue	7/1/2020 @ 11:00 Oxstalls Campus – Board Room
Attendees	Diane Savory (DS) – Chair Mike Warner (MW) – Board Member David Owen (DO) – CEO Dev Chakraborty (DC) – DCEO Patrick Forde (PF) – Financial Controller Lynn Stacey – minutes Plus 4 other attendees

No.	Item	Action	By
1)	<p><u>Welcome & introduction from GFirst LEP Chair</u></p> <p>DS welcomed all attendees and gave an introduction on the reason and purpose of the AGM.</p> <p>DS also highlighted the success of GFirst LEP in light of our Annual Performance Reviews with Government ensuring that we are in the top 5 LEPs in the country.</p>		
2)	<p><u>GFirst LEP CEO</u></p> <p>DO gave an update on a successful year of project delivery and outlined various Growth Deal funded projects that were either approved for funding by the LEP Board in 2019, or completed in 2019.</p> <p>Details of all our projects can be found on the GFirst LEP website:</p> <p>https://www.gfirstlep.com/projects/</p>		
3)	<p><u>GFirst LEP Financial Controller</u></p> <p>PF distributed copies of ‘GFirst LEP Financial Statements’ for the financial year ending 31 March 2019.</p> <p>PF went through in detail our Financial Statement, which is published on the GFirst LEP website:</p> <p>https://www.gfirstlep.com/downloads/2018/gfirst-lep-cic-financial-statements.pdf</p>		

4)	<p><u>Questions raised;</u></p> <ol style="list-style-type: none"> 1. Future core funding for LEPs – has this been agreed? It was confirmed we are still waiting to hear but, historically, this has not been confirmed until as late as March in previous years. 2. What are the top three priorities for the LEP in 2020? <ul style="list-style-type: none"> - Strategic: publish our Local Industrial Strategy that will have been ‘signed off’ by both our local stakeholders and HMGovernment. - Governance: refresh our Board Members - with both our Chair and Vice Chair stepping down later this year and ensure we have the best possible replacements. - Delivery: we would like confirmation of the future funding from HMGovernment that will replace Growth Deal funding as well as European funding. 		