



**Discover Ashfield Annual General Meeting**

**Friday 7<sup>th</sup> March 2025**

**10:30am – 11am**

**Hybrid – Microsoft Teams & Sherwood Observatory**

ATTENDEES

Name	Position on Board	Position/Organisation	Present
Martin Rigley OBE	Chair / Theme Lead – Succeed in Ashfield	Director, Gordian Consulting	✓
Louise Knott	Vice Chair	Vice Principal, West Nottinghamshire College MA2020 Representation	✓
Darron Ellis	Theme Lead – More to Discover	Historian, Sutton Living Memory Group	
Liz Barrett OBE	Theme Lead – Love Where You Live	Principal, Academy Transformation Trust Further Education (ATTFE)	
Pete Edwards	Theme Lead – Be Happy, Be Healthy	Chair, Ashfield Health and Wellbeing Partnership	✓
Claire Hinchley	Board Member	Acting Director Strategy and Partnerships Sherwood Forest Hospitals	
Cllr Helen-Ann Smith	Board Member	Deputy Council Leader, Ashfield District Council	
Cllr Julie Gregory	Board Member	Scrutiny Representative, Ashfield District Council	
Cllr Matthew Relf	Board Member	Executive Lead Member for Growth, Regeneration and Local Planning, Ashfield District Council MA2020 Representation	✓
Edward Johnstone	Board Member	Assistant Principal (Development), Portland College	
Gary Jordan MBE	Board Member	Community Engagement and Learning Lead, ATTFE	✓
Graham Ward	Board Member	Chair of Board of Directors, Sherwood Forest Hospitals Trust	
Jackie Insley	Board Member	Chief Executive Officer Citizens Advice Central Nottinghamshire	✓
Kieran Percival	Observer	Business Director, Doorcerts	✓
Leanne Monger	Board Member	Interim Programme Director, Mid Notts PBP	
Lee Anderson, MP	Board Member	MP for Ashfield and Eastwood	
Mark Spencer, MP	Board Member	MP for Sherwood	



Peter Gaw	Board Member	Chief Executive Officer, Inspire: Culture, Learning and Libraries	
Simon Cartwright	Board Member	Chief Officer Transforming Notts	
Simon Martin	Board Member	Vice Principal, Academy Transformation Trust Further Education (ATTFE)	✓
Shola Olawole	Board Member	North & East Midlands Group Performance Lead, DWP	
Tim Hepke	Board Member	UK Head of Maintenance and Group Property, ITP Aero	✓
Theresa Hodgkinson	Board Member	Chief Executive, Ashfield District Council	
Una Key	Board Member	Chief Officer, Ashfield Voluntary Action	✓
Hollie Maxwell-Smith	Supporting Officer	Discover Ashfield Lead, Ashfield District Council	✓
Sarah Daniel	Supporting Officer	Assistant Director - Regeneration, Ashfield District Council	✓



## **AGENDA**

- 1. Performance & Priorities of the Board**
- 2. Role of Discover Ashfield Chair**
- 3. Role of Discover Ashfield Vice Chair**
- 4. Declarations of Interest, Code of Conduct, Terms of Reference.**
- 5. Any Other Business**

<b>1.</b>	<b>Performance &amp; Priorities of the Board – Hollie Maxwell-Smith</b>
	<ul style="list-style-type: none"> <li>• Hollie explained that at the previous Annual General Meeting (AGM), there was a discussion surrounding the Board’s last 12 months activity and priorities for the coming 12 months.</li> <li>• As this meeting will discuss appointing a new Chair to the role, and there are other changes happening locally, it would be advisable to arrange a separate meeting to review this year and plan for next year.</li> <li>• We can then align with EMCCA and local government strategies.</li> </ul>
	<ul style="list-style-type: none"> <li>• Board members agreed to revisit this later in the year.</li> </ul>
<b>2.</b>	<b>Role of Discover Ashfield Chair – Martin / Hollie</b>
	<ul style="list-style-type: none"> <li>• Martin explained he had been in post as Chair since 2017, and this has been extended during this time as the Board were struggling to find a business representative to take this role on.</li> <li>• He will be very upset to leave this post, but he will continue to be an active Board member, theme lead for Succeed in Ashfield and continue his work.</li> <li>• However, he feels it is ideal to bring in a fresh Chair to the role for the board continuation.</li> <li>• He thanked Louise Knott for her support as Vice Chair during his time.</li> <li>• Kieran Percival has put himself forward to be the Chair of Discover Ashfield and Martin has agreed to shadow Kieran for a period of up to 6-months, should this be needed.</li> <li>• He also thanked all Board members and Hollie.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Relf added his thanks to Martin for the impact he has had on Ashfield and the Discover Ashfield Board.</li> </ul>
	<ul style="list-style-type: none"> <li>• Louise seconded the thanks to Martin for his hard work as Chair as it has been a privilege to work alongside him.</li> </ul>
	<ul style="list-style-type: none"> <li>• Hollie added thanks from Ashfield Council.</li> <li>• She added that at the December 2024 meeting, the Board agreed for Kieran to shadow Martin in the role as Chair in preparation for voting at this AGM.</li> </ul>
	<ul style="list-style-type: none"> <li>• Kieran introduced himself, he is from Sutton in Ashfield and raised there.</li> </ul>

	<ul style="list-style-type: none"> <li>• He did an apprenticeship in Ashfield, then opened his first business in 2016 in Ashfield, DoorCert, which he subsequently sold.</li> <li>• He's since opened a CIC for food poverty and growing for residents and continues his work with fire alarms.</li> </ul>
	<ul style="list-style-type: none"> <li>• Hollie continued that Kieran has been getting up to date with projects, board members, and meetings.</li> </ul>
	<ul style="list-style-type: none"> <li>• The decision for the Board today is to vote Kieran Percival as the new Chair of Discover Ashfield Board.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Relf gave his endorsement and support for Kieran, having known him for some years.</li> </ul>
	<ul style="list-style-type: none"> <li>• All board members agreed on the decision.</li> </ul>
<b>3.</b>	<b>Role of Discover Ashfield Vice Chair – Louise / Hollie</b>
	<ul style="list-style-type: none"> <li>• Hollie explained to the Board that Louise Knott has a further 12 months in post as Vice Chair of Discover Ashfield Board.</li> </ul>
	<ul style="list-style-type: none"> <li>• Louise expressed she is happy to continue in her role for a further 12 months.</li> </ul>
	<ul style="list-style-type: none"> <li>• Martin added that it could be advisable to promote the role of Vice Chair in advance of the next AGM.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah Daniel added that the Vice Chair does not have to be a business representative so it is more flexible who can take this role.</li> </ul>
	<ul style="list-style-type: none"> <li>• The board all agreed on Louise continuing as Vice Chair for a further 12 months.</li> </ul>
	<ul style="list-style-type: none"> <li>• Una Key proposed thanks to Louise for her continued work.</li> </ul>
<b>4.</b>	<b>Declarations of Interest, Code of Conduct, Terms of Reference – Hollie</b>
	<ul style="list-style-type: none"> <li>• Hollie explained she will send Board members their Declaration of Interest to review or update.</li> <li>• Formal documents will need to be updated in line with the changes of Chair role and circulated for review.</li> </ul>
<b>5.</b>	<b>Any Other Business – All</b>
	<ul style="list-style-type: none"> <li>• The Board discussed having a workshop day in June as part of looking at the priorities of the board going forward.</li> </ul>