**The Royal Faculty of Procurators in Glasgow**

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**Minute of the Annual General Meeting**

**Meeting held in the Faculty Hall and online on 25th May 2023**

**Present were -**

Dean: Austin Lafferty

Vice Dean: Stephen Vallance

Past Deans: Donald Reid, Gilbert Anderson, Michael Samuel

Members: Paul Neilly, Robert Wishart, Beatrice Nicholas, John Bett, Ahsan Mustafa, Victoria Savage, Paul McMahon, Michael Sheridan, Brian Woods, Derick Williamson, Jane Barrie, Craig Donnelly, Ahsan Mustafa

Staff: John McKenzie, Sam Vallance

1. **Welcome**

The Dean declared the Annual General Meeting open and welcomed attendees to the meeting.

1. **Notice of Meeting sent out in April 2023**

The Dean confirmed that the notice of the meeting had been sent out timeously in accordance with the bye-laws.

1. **Apologies**

Apologies had also been received from Raymond Williamson, Emma Arcari, Charles Hennessy and Fraser Cameron.

1. **Minute of AGM held on 9th June 2022**

In accordance with the bye-laws a copy of the minute of last year’s AGM was on display in the RFPG Library as well as being available on the RFPG website for the past six weeks. The Dean proposed the minute as an accurate record of the 2022 AGM. This was seconded by Gilbert Anderson.

1. **Report by Council and Accounts for year ended 31 December 2022**

The Dean introduced John McKenzie, Chief Executive, who presented an overview of the RFPG’s financial performance during the year ended 31 December 2022, and a projection for 2023. The main points of which were –

The overall picture was that the Royal Faculty’s finances were currently in good order, with the Royal Faculty recording a profit of £68K in 2022.

Income 2022

All Main income streams had either been steady or shown positive growth –

* Membership income had increased by 12K on the 2021 figures
* Auditor income had increased by £14K (although this had been boosted by including the Court Feeing Service income in the overall Auditor Service figures.
* Seminar income, rental income, hall hire and jobs direct were all roughly in line with the previous year
* Sundry income was very high in 2021 due to the bulk of the GCHT grant for building work being incorporated into the 2021 accounts and only the balance of that grant being included in the 2022 figures.

Expenditure 2022

* Library resources increased significantly on the previous years due to books and serials being capitalised at 65% rather than the historic figure of 82% because of the increasing use of electronic resources in the library (and because electronic resources do not retain intrinsic value in the same way that physical resources do.
* Library salaries remained unchanged at £53K.
* Expenditure on the building was down significantly on the previous year as the bulk of the building renovation programme was accounted for in the 2021 accounts.
* Admin. costs for 2022 were £74K - the increase from the previous year being due to £6K professional fees in relation to the building work and a £2K increase in postage costs.
* Miscellaneous expenditure (at £19K) this was down significantly from the previous year for two main reasons - the 2021 figure included a very late bill of £12K for the Triennial Dinner the previous year and as there was much that VAT could be offset against during 2022 irrecoverable VAT was negligible.

Income 2023

Conservative projections for the current year were as follows –

* The Auditor Service has been projected to bring in income of £287K.
* Membership subscriptions - £155K.
* The seminar programme should bring in £30K (free seminars for members have proved very popular. This obviously does reduce CPD income but does provide added membership value and has definitely boosted membership numbers).
* Hall hire has been forecast to generate £3K; the online job vacancy service £8K; and rental income from the back courtyard and office space £17K.

Expenditure 2023

* Library resources forecast at £170K – still the largest item of expenditure but not increasing significantly on last year.
* Library salaries – forecast to rise slightly from last year, having recently taken on a new library & admin. assistant.
* Spending on the premises at £87K – up on last year (due to increased heat & light costs and increased rates but also due to plans for renovation work on the interior of the building).
* Admin costs are also set to rise to £82K – due to professional fees and increased staff costs.
* Miscellaneous expenditure expected to be £24K.

If these projections are realised the Faculty should see a profit of c. £72K before corporation tax.

The Dean invited questions on the financial report.

Gilbert Anderson commented that by any standards these were a good set of accounts and the Dean and staff of the Faculty should be commended on them.

The Annual Report and Accounts for the year ended 31 December 2022 were duly approved by the meeting.

**The Dean’s Report**

The Dean referred to his written report included in the Annual Report and said that he had only got to know the full detail of the functions of the Faculty since taking on the role of Dean but now felt very much at home in what he considered a very worthwhile, collegiate institution which is very much part of the function of the law in Glasgow.

He went on to thank a number of people –

* The staff of the Royal Faculty for their efficient hard work.
* All the members of Council for their help and support over the past two years and in particular Stephen Vallance as Vice Dean.
* The membership of the Royal Faculty – which he felt were a body of like-minded and collegiate colleagues. He was pleased to note that the membership was growing and he was keen to continue to play an active role as Past Dean.
* He also mentioned the Faculty’s Mooting Competition which Sheriff Principal Anwar had presided over and noted that the new Sheriff Principal had indicated that she was very supportive of the Faculty.
* Finally, he made special mention of Derick Williamson and his contribution to the Faculty at the Sheriff Court.

1. **Election of Stephen Vallance as Dean**

Austin Lafferty proposed the election of Stephen Vallance as Dean which was seconded by Michael Samuel and approved by the meeting.

Austin Lafferty stood down from office and vacated the chair.

The newly elected Dean proposed a vote of thanks to Austin Lafferty for his term of office which was notable for the sociability and good humour in Council meetings.

He also thanked previous Deans for the tone that they had set for the Faculty, the staff of the Faculty for their excellent work and paid special tribute to Derick Williamson and Charles Hennessy as Education Convenor.

He went on to outline what he considered would be his priorities for his term of Deanship. –

* Strengthening relationships which the Royal Faculty had within the legal community (particularly with Universities, the bench and firms) and hoped that it would be possible to build the membership base.
* Improving the interior space of the building and building on ways in which the Faculty building is used as a social space.

He went on to say that he was looking forward to continuing to work with Council members.

1. **Election of the Vice Dean**

The Dean proposed that John Bett be elected as Vice Dean. The proposal was seconded by Derick Williamson and approved by the meeting.

1. **Election of new Council Members**

The Dean intimated that Craig Donnelly (Holmes Mackillop) and Brian Woods (River Clyde Homes) had agreed to put themselves forward for Council and proposed their election to Council. The proposal was seconded by Victoria Savage and approved by the meeting.

1. **Re-election of Gerber Landa & Gee as Auditors**

The Dean proposed the re-election of Gerber Landa & Gee as auditors for the coming year. The proposal was seconded by Beatrice Nicholas and approved by the meeting.

1. **To elect Sheriff Principal Craig Turnbull and Austin Lafferty as honorary members**

The Dean proposed that Sheriff Principal Craig Turnbull (now Lord Colbeck) and Austin Lafferty be elected as honorary members. This was seconded by Donald Reid and approved by the meeting. The Dean presented Austin Lafferty with a Past Dean’s medal.

In tribute to the outgoing Dean Donald Reid said that one the best things he had done as Dean was persuading Austin Lafferty to stand as Dean. He had enjoyed working closely with both Austin Lafferty and Stephen Vallance and he was happy the see that John Bett had been elected as Vice Dean.

1. **Any Other Business**

There being no further business the Dean thanked everyone for their attendance and brought the meeting to a close.