

**MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON MONDAY 24th APRIL 2023
St Mary's Centre, Small Hall**

Attendees: J Summerville (Chair & Secretary); P Cosgrove; P Harris; V Morris; J Etienne; M Lupton; M MacKenzie Morrison; R Brooks; M Brooks; J Fenton-Jones; M Fenton-Jones; G Powell; J Roberts; P Tipper; J Russell; J Russell; S Atkinson; G Walker; J Ainger; G Woolston; T Aldridge; B Aldridge; C Allen; M Hargreaves; P English; J English; M Blampied; D Barclay; C Barclay; A Netley; T Flint; M Flint; C Watts; S Watts; A Evans; P Charon; M Pavard; A Merriman; L Stonelake; C Jepson; P Coombe; B Wahl; J Lee; J Budd; B Budd; M Harding; J House; K Watson; E Cooke; D Cooke; E Laycock.

Apologies: P Bazlington; G Farrell; F Hurcomb; T Mountain; Y Sinon; T Drennan; T Drennan; P Shaw; D Owen-Ellis; L Owen-Ellis; A Wilkins; D Wilkins; S Charon; S Holmes; G Hilfer; J MacPherson.

1. Chair's Welcome and Introduction

The Chair, Jane Summerville welcomed everyone to the Annual General Meeting for the year ended 31st March 2023. She read out the apologies received and thanked the members present for attending and for their membership of the Society. She gave an estimated running time for the meeting which would be followed by a tea and coffee break and then a showing of the film of Felpham in the early 1950s.

2. Approval of Minutes of the AGM 2022

Proposed: P Charon; Seconded: M Lupton; Approved: Unanimously.

3. FVCS Annual Report for year ended 31 March 2023

The Chair referred to the Annual Report which had been posted on the website and the link sent to members, with copies available at the meeting. The report set out the Society's events and activities from the past year. The Chair said that highlights of the year, from her point of view, had been: the Jubilee Summer Fete in July which had been very well attended after an absence of two years; being able to show the two amateur films of Felpham in the early 1950s, at the History Evening, having had them transferred from old VHS tapes to a memory stick; the resurgence of the History, Heritage & Archive Group under the leadership of Roger Brooks; the carol singing at the Christmas Tree light-up; and, although a sad occasion, making the wreath for, and attending, the service at St Mary's Church to commemorate the late Queen's life of service.

The Chair said the Society completely relied on its members, both on and off the Committee, for their support and volunteering at its different events and activities without which they would not be possible. She had tried to express thanks for all the volunteering throughout the year, in the report. She ended by saying that she would be standing down from the Committee this evening after five and a half years as Secretary - and as Chair for the past year. It had been a privilege for her. No questions were raised on the report.

4. Finance Report for the year ended 31 March 2023 and Approval of Accounts

The Chair said that the Society did not currently have a Treasurer and that John Fenton-Jones, Treasurer for seven years, was proving to be irreplaceable. The Committee had taken the decision during the year to appoint Lime Bookkeeping, Church House, Felpham, to take on the financial record keeping and subsequently to produce the Annual Accounts which had been published to the members on the website and key points of which she would refer to at the meeting.

The first point to make was that the Accounts for the year ended 31 March 2023 showed that the Society's Income exceeded its Expenditure by £3,042.

The Income received from Membership subscriptions and Life Member donations was up by £308, from £2,155 to £2,463. The Chair thanked all members for their support and Pamela Cosgrove as Membership Secretary.

The Society's Income included a grant from Felpham Parish Council of £1,000 towards the hanging baskets in 2022 and other activities carried out for the village. The Chair thanked Felpham Parish Council.

Moving on to Expenditure, the main event for the year had been the Jubilee Summer Fete which had a net Income of £5,156.

Small amounts of net Income were yielded from the History Evening, Quiz Night and Fun on the Prom. These events together with the Christmas Tree light-up were put on for the benefit of members and the community and were not primary sources of Income in the way of the Fete.

The Society continued to enhance the look and feel of the village with the hanging baskets (68 of them) by buying and growing on the plants, planting and hanging the baskets, then weekly watering throughout the summer. The net cost of the Allotments and Hanging Baskets Group (i.e. net of a Plant Sale and the Snooks Corner Group's contribution) was £2,443. The Society made a contribution of £386 to Felpham Parish Council towards the maintenance of a section of the footpath from Downview Road to Downview School (footpath FP153). This cost had been included in the Allotments and Hanging Baskets costs instead of as a separate item. The Chair proposed that a note was added to the Accounts to denote this.

With Administration for the Society, in addition to the usual costs, there had been fees to pay to Lime Bookkeeping of £750 including VAT and a fee for safety testing the Society's electrical equipment of £101. Insurance costs were unchanged at £356.

In the Balance Sheet, the Society has current assets of £10,678 and current liabilities of £1,263, giving a General Fund of £9,415 to be carried forward for the 2023/24 year.

One question was raised regarding the fees for Lime Bookkeeping: the Income and Expenditure Account stated fees of £750 whereas a sum of £450 was stated in the Balance Sheet. The Chair explained that the total fees were £750 which comprised £300 paid earlier in the year and a sum of £450 paid recently by way of a cheque that had not been presented at the time of the bank statement issued on 31 March 2023. Therefore, £450 was stated as a current liability on the Balance Sheet.

The Chair commended the Accounts with the proposed annotation regarding the footpath expenditure to the meeting.

Approval of Accounts and proposed annotation: Proposed: J Fenton-Jones; Seconded: P Harris; Approved: Unanimously.

5. Amendments to the Constitution

The following amendments were proposed to the Society's Constitution, with immediate effect:

- To reduce the minimum size of the Committee from nine to seven and the maximum size from fifteen to eleven;
- To amend the statement that cheque signatories would be any two officers to the majority of signatories would be officers and all would be Committee members;
- To add Lloyds Bank as a bank for the Society's funds.

Secretary's Note: the reduction in the quorum for Committee meetings from seven to five had in fact been agreed at the AGM 2022.

Proposed: Pamela Cosgrove; Seconded: Val Morris; Approved: Unanimously.

6. Election or Re-election of Committee Members

The Chair said that, in accordance with the Constitution, three Committee members had resigned: she, herself, as previously stated to the meeting; Kevin Watson who had been co-opted to the Committee during the year; and Roger Brooks who had also been co-opted during the year. The Chair said that, of the three, she was pleased to say that Roger Brooks was standing for election to the Committee.

Roger Brooks – Proposed: Pamela Cosgrove; Seconded: Geoff Farrell; Approved: Unanimously.

7. Appointment of Advisors

The Chair nominated Martyn White as Conservation Advisor for the following year.

Proposed: Geoff Farrell; Seconded: M Lupton; Approved: Unanimously.

8. Appointment of Independent Examiner

The Chair said that the appointment of an Independent Examiner would be deferred until decisions had been taken regarding a Treasurer and bookkeeping for the 2023/24 year.

9. Any Other Business

There was not Any Other Business.

10. Close

The Chair thanked everyone for attending the meeting and invited members to take some refreshments before the start of the film. The business meeting closed at 6.55 pm.

Jane Summerville
Chair & Secretary

24th April 2023