

Soulbury Millennium Green Trust

Registered Charity No 1070738

Minutes of AGM 25 July 2016

Those present: Alan Stevens Chairman
Wendy Taylor Treasurer
Richard Caplan Secretary
Vic Wright
Georgette Sunderland
Phillipa Weeks

Barbara Wray

Apologies: Elizabeth Caplan
Christine Sheppard
Jon Sheppard
Liz Miller

1.	Chairman's report	Action
	<p>Alan asked if the minutes of the last AGM were an accurate record. It was agreed they were so Alan signed them.</p> <p>Alan reported that Jon arranged for several members of the SMG committee to visit a round house in Luton with a view to considering it as a possibility for the Green. It was of timber construction, fire in the middle with a hole for the smoke to escape. Whilst it was an extremely interesting trip it was felt that it did not serve our purpose as a visitor centre. It was more of a rest area. Alan felt he would like to see a construction made of straw bales. Details are needed about this.</p> <p>Online banking has now been set up by Wendy. It requires payments to be authorised by Alan and Wendy. It is working very efficiently at the moment.</p> <p>During the last year the Parish Council became responsible for SMG as it is now the sole trustee. Corporate trustee document was signed a few months ago.</p> <p>The Thames Valley Community Rehabilitation Company which now runs what the Community Payback scheme is working with SMG. A good rapport has been built up with them which means we get crews when we need them and we accommodate them when they want to come. They have worked really hard in Soulbury. In addition to all the maintenance work, ditching, concreting, tidying, strimming, tent erection for Soulfest, etc. they have:</p> <ul style="list-style-type: none">• Trimmed a tree on the Green so the grass cutter could get underneath it to mow.• Edged pavements.• Repaired bus stop.• Repaired fountain.• Tidied allotments.• Initiated the flower beds under trees in the orchard on SMG.	

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	<p>Fundraising/events:</p> <ul style="list-style-type: none"> - 100 Club continues but is not fully subscribed yet - The 2015 Bonfire Night was a big success raising £400 - The Quiz Night was very successful raising £528 - Soulfest was again successful. Attendance not as good as 2015 as we were competing with three other local events. - 2 events had to be cancelled - the Race Night and the Schools Festival. - The Easter Egg hunt was very well supported despite the weather and got people onto SMG. It was noted that footfall to SMG is continuing to increase which is what it is intended for and whilst events were put on to make some money, they were also put on to raise awareness of the lovely place it has become. - SMG now receiving monies from the AVDC Lottery Fund - need to encourage more people to support it. SMG is also associated with Give as you Live. - We have received a lot of donations of handtools. <p>Alan reported that we have purchased 2 x quick assembly marquees and 1 large marquee which requires a team to erect it but it is very substantial and was used for Her Majesty's 90th celebration and Soulfest. Sadly, the storage shed was broken into and the Allan Scythe and mower were stolen. An insurance claim was made and replacement machinery bought.</p> <p>SMG and the Parish Council went 50/50 on the purchase of an EcoToilet. It blends well into SMG BUT it has been badly abused so it is now locked overnight which, for the moment, seems to have improved the situation. However a watching brief is being kept.</p> <p>A lot has been achieved but there are still projects to do such as: Complete a risk assessment Clear the pond areas to create a water feature. Detail the visitor centre, price up and apply for funding via Community Chest which ceases in 2017. WW1 Memorial Garden via Centenary Fields - probably in the annex.</p> <p>Alan thanked Georgette and Phillipa for their efforts on the flower beds, Wendy for all the support systems she has put in place that keeps the admin working smoothly and Richard for all the work he has done everywhere on SMG.</p> <p>Alan submitted this as his report and for it to be adopted. All present agreed.</p>	
2.	Treasurer's report	Action
	<p>Wendy issued fully audited Final Accounts to all present and when through some of the numbers. She stressed that the accounts covered May 2015 to end April 2016 so she was reporting on events not included in the Chairman's report as that covered July 2015 and July 2016.</p>	

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	<ul style="list-style-type: none"> - Fundraising was up from £413 to £3,219 - Printing, postage and stationery up from £142 to £294 due to consumables for the new laser printer. - Sundry expenses were up from £142 to £554 to cover the cost of transport for the container. - £800 donation made to Head 1st which was 50% of the profit from Soulfest 2105. - Maintenance costs have decreased by £182 to £702. - There was an excess of expenditure over income of £2,606. - The accumulated fund on the Balance Sheet is down by £2,606 to £47,297. - Depreciation for 2016 is up from £632 to £3,735 as we have purchased many large items this year, some to replace items stolen. <p>Wendy also reported that she created/built the SMG website. She has used Namesco to host the site. They provide statistics on the use of the site and it appears that hits on the site increase each month. Hits are coming from within the UK, USA, Germany, Ireland, Seychelles, Brazil, Denmark, France, EU and Sri Lanka.</p> <p>Wendy submitted this as her report and for it to be adopted. All present agreed.</p>	
3.	Election of officers	Action
	<p>All officers stood down. Alan said he was happy to stand again as Chairman. Vic proposed Alan as Chairman, Georgette seconded the proposal, motion carried.</p> <p>Alan proposed Wendy to stay as Treasurer and this was seconded by Vic, motion carried.</p> <p>Discussion carried out about the role of Secretary. Wendy was happy to take the role as Secretary if Richard was happy to stand down. He was more than happy about this. This arrangement was agreed by those present. Post meeting note: Wendy chatted to Elizabeth about continuing with posters for events. Elizabeth was more than happy to support events in this way and to continue with running the 100 Club.</p>	
4.	Public participation	
	<p>Barbara was thanked for attending the AGM. Alan asked if she had any questions.</p> <ul style="list-style-type: none"> - Barbara commented that she felt the breathing 'space' was shrinking due to the tress taking over. A plan for dealing with this was discussed. - Barbara asked why the annex was closed to walkers. It was explained that there are many plans to improve the area, to make it a WW1 Memorial Garden, etc. Due to the lack of volunteers other areas of the SMG had to take precedence but the annex is not forgotten. Barbara suggested a 'Work in Progress' sign be erected so walkers would understand why the gate has been closed. 	

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	<ul style="list-style-type: none"> - Barbara commented on the presence of Ragwort and what is to be done about it. It is a notifiable weed. It needs pulling up and everyone present was happy for this to be done but the weed needs to be burnt and not put onto the compost area at the SMG. Alan did comment that pollinators do use Ragwort but as it is a weed that can produce severe liver issue for animals and humans (hence its status) the pollinators can use all the other plants at the SMG. - Barbara raised the issue of placing of dog bins. This is, however, a parish council issue and Vic took that on to deal with through the PC. 	
5.	Any other business	Action
	There being no further business the AGM closed at 20:55	
6.	Date of next AGM	Action
	The date of the next AGM will be 24 July 2017 19:30 at the Village Hall.	

Minutes of meeting 25 July 2016

1.	Previous minutes and matters arising	Action
	<p>Minutes of the last meeting agreed as correct and signed by Alan.</p> <p>The 'Get Well' card was obtained and given to Dave. Dave updated Richard on the progress of his daughter after her operation and it appears things are going the right direction.</p> <p>Japanese Knotweed: Still on the agenda with TfB who need to deal with it at the right time of the year.</p>	
2.	Finance report/income from events	
	<p>Current account balance: £1,177.17 Deposit account balance: £4,959.93 Petty Cash: £25.88</p> <p>Vale Lottery for July £26. Deposit from Harding £50, need to check with Michele that this is money from one of the silent auctions for Soulfest.</p> <p>Payment for Namesco for our domain name for the website of £16.79 for a year.</p>	Wendy
3.	Work in progress	

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	<p>Alan reported that he is working on the new scythe that needed new parts.</p> <p>Water has been reprofiled with new ditches to take it away to the pond areas. Meadow needs cutting, areas around the orchard need trimming as well.</p> <p>Ivy Cottage fence still needs reinforcing. We have chicken wire that could help.</p> <p>Soil and rubble is to be delivered to SMG. The builder was shown where it needs to go and is happy to take the dumper truck to that area. 4 lots are to be delivered.</p> <p>Discussion took place regarding the pond areas and what to do with the Willows. They need pulling out as they drink all the water in the pond areas.</p>	Alan Vic/Richard
4.	Events	
	<p>Bonfire night is the next event on SMG. Several ideas were put forward for raising money:</p> <ul style="list-style-type: none">- increase the number of donation buckets- sponsor a firework in memory of someone - list of those remember on posters at event- donations - cash/fireworks <p>Need to start getting pallets for the bonfire.</p> <p>The next meeting will focus on this event.</p>	
5.	Any other business	
	<p>The 100 club July winner drawn. Winner is Debbie Olie.</p> <p>Photobooks: -3 still remain with Wendy</p>	Elizabeth Alan
6.	Date of next meeting	
	Monday, 22 August 2016 at 19:30 at Wendy's house.	

Meeting closed at 21:15

Distribution: Those present + Maurice Cross, John Spires, Michele Nicholas, Val Redbart, Christine Sheppard, Jon Sheppard, Liz Miller, Elizabeth Caplan