

BARN OUTDOOR PURSUITS ASSOCIATION

Minutes of the Annual General Meeting held on 5TH October 2011

PRESENT:

J. Williams	S. Drinkwater
M. Grindey	V. Williams
L. Evans	A. Timmins
M. Taylor	E. Drinkwater
J. Hardware	

In Attendance: J. Gromadzki L. Hill

1. APOLOGIES:

A. Webster	S. Brooks
A. Taylor	T. Bayliss
D. McKeon	A. Haycocks
L. Onions	S. Slater
T. Williams	

2. MINUTES OF THE PREVIOUS MEETING:

The Minutes were approved as a true record of the meeting held on 25th June 2010.

Proposed: Eric Drinkwater
Seconded: Shirley Drinkwater

Matters Arising:

Concern was expressed that the proposed annual membership fee had not been introduced. James reported that this is proving more difficult than expected to arrange the online set up and renewal. It is a task in progress.

3. Trustees Report:

The Report, covering the Financial Year to 31st March 2011 had been previously circulated and illustrated with summary slides

James was concerned to report that bookings and utilisation of the Centre were slightly down on the previous year but the membership continues to grow. It was encouraging to note that 51% of bookings were taken by youth groups

The operating costs of the centre continue to rise and the prices for guests were increased on 1st April 2011 to help counter act this. The Woodlands is still extremely competitive. The assets being in excess of the agreed reserves.

A Budget has been set for 2011/12 which included £1,600.00 for Marketing. The promotional leaflet will be updated and circulated to schools, community groups and the SCVYS membership. A Facebook account will be open and the membership will be emailed regularly.

New Project Management software is being trialled to look at more efficient ways of operating.

Improvements to the centre have been made over the past year and all statutory safety tests have been carried out. Ongoing plans to improve the Centre are dependant on funding. The next large project will be converting the garage/games room into a Warden's office and accommodation.

Jan Gromadzki reported that his experience shows that charities are finding it difficult to operate at this moment in time as the economic situation is making grant funding difficult to secure. However Louise is confident that more youth groups will now revert to hostel type accommodation as their budgets are also being squeezed and the new marketing drive may increase our business.

8.00 p.m. Moira left the meeting, notes continued by Shirley

Our thanks to John Hammond for building work carried out and Mark Colbatch for Portable Appliance Testing, Tracey Arms and Eric for the Fire Safety Inspection and Bob Marsh for his expertise in helping to put together Funding applications.

4. Audited Accounts:

Was invited to give his annual verbal report. He spoke about charities going under in the current climate. Jan also said we should be careful of the Solar Heating market and urged caution when dealing with costs. Jan praised the Trustees for a job well-done.

The Accounts are to be accepted:

Proposed: James Williams
Seconded: Mick Grindey

Carried unanimously

5. Election of Officers:

It is noted that Bob Marsh has resigned as a trustee due to other commitments but will continue to assist the funding officer.

James proposed that because all the other Trustees were willing to continue in post that we should reinstate en-block, this was agreed.

The meeting invited Amy Timmins to become a Trustee for Procurement, Amy accepted and the meeting agreed.

Chair:	James Williams
Vice Chair	Mick Grindey
Treasurer:	Jan Hardware
Secretary:	Moira Taylor
Health & Safety and Sponsorship Officer:	Eric Drinkwater
Local Promotions Officer:	Shirley Drinkwater
Publicity Officer	Louise Evans
Internal Auditor	Terry Bayliss
Procurement Officer	Amy Timmins

James suggested new terms of reference for the Internal Auditor position but in the absence of Terry this is still to be agreed.

6. Confirmation of Nominated Trustees:

The Officers were confirmed as Trustees of the Association

7. Appointment of Independent Accountant:

It was agreed to retain the services of J. Gromadzki

Proposed James Williams
Seconded: Shirley Drinkwater

Carried unanimously

8. Adoption of the new Constitution:

A copy of the New Constitution had been circulated. It was agreed to accept the new version.

Proposed: Mick Grindey
Seconded: Jan Hardware

Carried unanimously.

Mick Grindey moved a vote of thanks to Eric for all the hard work he had put into updating the constitution.

9. Any Other Business

A Social weekend has been arranged at the Woodlands for 26th/27th

November 2011 at cost of £30 per head.

10. Date of the Next Meeting

Tuesday 26th June 2012, Venue to be arranged.