

# FRIENDS OF LEEDS AND BROOMFIELD CHURCHES

Registered Charity 1080363

**Minutes of Annual General Meeting held on Thursday 16 October 2014 at 7.30pm**

**In St Nicholas' church, Leeds**

**Present :** Christine Sharp (Chair), Peter Coleman, Jan Enever (Treasurer), Mike Evans, Nigel Fry, Brian Hardy, Richard Stileman (Vice Chair), Judi Taylor (Secretary), Michelle Webb, Sue Wotton,.

**Apologies :** Jenny Hoy, Amanda Page, Martin Sharp.

## 1. Minutes of 2012 AGM

All present who were at the last meeting on 17 October 2013 agreed that the minutes were a true and accurate record and approved them and Christine Sharp signed them.

## 2. Matters Arising

All actions from 2013 AGM completed.

Peter suggested that the minutes of this meeting and all our future Committee meetings should go on the Friends website. He felt it would improve interest from members and potential members. There was some discussion about the confidential nature of parts of the minutes but this was seen as being relatively straightforward to manage by inserting an item 'Confidentiality and Publication' on each agenda and at the end of the meeting the Committee would confirm if there were any parts of the preceding discussion that were confidential, these parts would be printed on coloured paper and not put on the website. No minutes would be published on the website which had not been approved by the Committee first. A vote was taken - 6 members voted for this motion and 2 voted against, with one abstention. Motion carried. **Action : JT**

Michelle suggested improving level of new members by Emailing all current members with the minutes of the AGM and a membership application form asking each member to find one new member. Problem with this approach is that a signature is needed for the Direct Debit form. Michelle, Mike and Jan to discuss this idea further and hopefully come up with an easy to use solution. **Action : MW/HME/JE**

## 3. To Receive the Annual Report

The Chairman began by thanking all the Committee for their hard work during the year especially Jan for the excellent accounts, Jenny for the great event work and Judi for the admin support. She also thanked Mike and Richard for all their hard work on the plums which had brought in another good result. Christine further reported that we had had another very good year, we had a strong membership and a hard working committee, we had raised over £63K during the years that we had been in existence as a Charity and now had a membership of 124 – sadly some members had died during the year and others had moved away bringing the membership down since 2013. Brian Hardy proposed that we accept the Annual Report and Sue Wotton seconded. Unanimous agreement.

## 4. To Approve the Certified Accounts and Approve the Treasurer's Report

The Treasurer drew attention to the files of accounts which were available at the meeting for inspection if anyone would like to look at them. She said she was very grateful to Applied Accountancy our Independent Examiners who turned round the examination of our accounts very quickly and were excellent value for money.

There were no questions on the accounts and that being so Mike Evans proposed that the Certified Accounts were accepted and Peter Coleman seconded this proposal. There was unanimous agreement to this from the members present.

## 5. Election of Honorary Officers

The following members had been nominated as Honorary Officers for the coming year :

- Christine Sharp – Chair

- Richard Stileman – Vice Chair
- Jan Enever – Treasurer
- Judi Taylor – Secretary

Judi said she would prefer to resign if anyone was willing to take on the role of Secretary, however no one volunteered and Judi agreed to continue for one more year.

There were no other nominations for any of the Honorary Officer roles, therefore Michelle proposed the election of the above members and Mike seconded this proposal and all present agreed.

## **6. Election of Committee Members**

The following members continue on the committee in their three year term: Jenny Hoy, Amanda Page, Martin Sharp and Michelle Webb. Peter Coleman, Mike Evans and Sue Wotton were nominated for election to the committee. There being no other nominations, the above members were unanimously elected.

## **7. To Appoint an Accounts Examiner and to Determine their Remuneration**

Jan Enever proposed that Applied Accountancy be re-appointed as our Accounts Examiner – they had always been very helpful and supportive and their fees at £60 were extremely reasonable. Peter Coleman seconded this proposal which was carried unanimously.

## **8. To Agree the Annual Subscription**

Although the Membership subscription was still only £6 annually most members paid more, the average payment being £10. A discussion ensued about whether to increase the subs. It was pointed out that asking members to amend their Direct Debit form for any new subscription gave them a window to cancel their membership altogether. It was finally proposed that any new member joining should be asked to pay £12 and any existing member not already paying £12 or more should be asked to amend their direct debit to a minimum of £12. Mike as Membership Secretary was asked to work out the wording for any communication that was needed to implement this decision and Jan was asked to amend the Membership Application form appropriately. Agreed unanimously.

**Action : HME/JE**

## **9. Any Other Business**

- Nigel Fry said the Clergy and PCC were very grateful indeed to the Friends for their activities and their financial support for the two churches.

## **10. Venue of Next AGM**

AGM 2015 to be held in St Margaret's church, Broomfield

