

## **Notes from the Frome Shed Annual General Meeting 08/09/22.**

### **1. To consider and approve the minutes of the Annual General Meeting (AGM) held on Monday, 27<sup>th</sup> September 2021.**

Anne Jones (Chair of AGM) explained that there were 4 Action Points from the 2021 AGM and they are all closed as follows:

Members to wear name badges. *This is optional and name card holders / badges are available from Duty Managers.*

Access to the filing cabinet for the Welfare Officer. *The Welfare Officer has access to the Key Safe solely so that they can access the filing cabinet for information when a Duty Manager or Trustee is not available.*

Filming of members. *Photographing or filming members is with the members permission only.*

Need to find a new Treasurer. *John Corfield is now the Treasurer.*

The minutes were proposed by Anne, seconded by Ian Williams, and approved by all.

### **2. To receive and consider the Annual Report for the period August 2021 to August 2022 and approve the same.**

Anne read highlights of the comprehensive report that had been written based on the Charity Commission report written by Colin Pearce. Anne's report had the addition of thanking:

- Delia Goddard and Richard Whitehouse on their determination to install a dust extraction system in the upstairs work room. This system works very well and improves the working environment.
- Duty Managers and First Aiders who are all volunteers and the Shed cannot exist without them.
- Welfare Officer – Leon Russell.
- Health and Safety Officers – Ros Whitehouse, Ian Williams, and Pam Curtis.
- All those who had worked on community projects. They raise the profile of the Shed within the community and raise vital funds.
- Trustees especially those that are standing down – Ros Whitehouse and Colin Pearce. Their enthusiasm and wealth of knowledge will be greatly missed from Trustee meetings.

Anne's report briefly covered the financial position of the Shed and raised the question of what would happen if our landlord raised the rent. The topic was raised again, and discussed, in the next agenda item.

Anne proposed acceptance of the report, seconded by Ian Williams, and approved by all.

3. **To receive and consider the Treasurer's Report for the period August 2021 to August 2022 and approve the same.**

John Corfield went through his report which showed that we have:  
63 members,  
with an average attendance of 22 members per week,  
which raised £4,600 in session donations.

These numbers are fewer than pre-Covid, hence our income was less.

Our income is based on members annual subscription, members session donation, grants (mostly ring fenced), donations and costs plus donations for Projects.

But the Shed has sufficient reserves to operate for 3 years. This financial position is dependent on no increase in our running costs or extra expenditure.

There was then a discussion on the likelihood of our rent (includes utilities) being increased; potential to increase members session donations; applying for grants as and when appropriate.

Attendees felt that the rent was not guaranteed to stay as it is and as the Landlord is running a business they may well have to increase our rent as their costs will have increased.

Attendees felt that, due to the general cost of living crisis and most members being retired and on a fixed income, now was not the right time to increase the suggested minimum session fee donation to £5.

Pam Curtis proposed that we should ask members to pay the suggested minimum donation of £4 per session, as now, but if they could increase this then please do so. This would be for 3 months and then John would be asked to see what the impact had been on our income. Ian seconded and all approved.

**Action Point: Pam to inform Duty Managers and put a sign on the desk.**

There was then a general discussion about recruiting new members. Current members will be encouraged to carry a small number of leaflets about the Shed and issuing them to potential new members. The Trustees will look at a recruitment / advertising strategy. There were 2 caveats to this – the Trustees will need help from existing members and if recruitment is successful we may have capacity issues.

**Action Point: Leaflets to be made available to members.**

**Action Point: Trustees to draft a recruitment strategy.**

Anne proposed acceptance of the Treasurers report, Gerry Howe seconded and all approved.

#### 4. **Election of Trustees to the Trustee Board**

Anne, John, and Pam confirmed that they were willing to continue as Trustees.

Nominations had been received from Leon Russell and Richard Whitehouse.

Anne asked for a show of hands to approve Leon and Russell. There were no dissenters.

Anne then thanked Ros and Colin Pearce for their work as Trustees. She understood that they had been Trustees for many years and now wanted time to do their own projects in the Shed. Plus, Colin wants to create a file of potential Projects for members to refer to.

#### 5. **Any other business**

Ray Cotton raised the subject of proxy votes. Ray felt they were not necessary in the Shed.

The Shed has not been asked for a proxy vote for the 2020 – 2021 or this AGM. Proxy votes are used where a member cannot attend the AGM in person.

**Action Point: John will check our Constitution and if the use of proxy votes is in the Constitution then they will remain available for members for future meetings until the Constitution is changed.**

The AGM was attended by 18 members and apologies were received from Patrick Abrahams, Paul Fine and Colin Pearce.