



Tuesday, 20 November 2018 14:00

## Minutes

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### Apologies and Proxy votes

David Porter, Clive Richens, and Martin Oldham

Proxy received for Martin Oldham

### Present:

Angelo Amodio, Roger Baynes, Kenneth Buckles, Stephen Clare, Steve Conway, Desmond Davidson, Frank Dutton, Hermfried Henry Ehm, Andrew Hankiewicz, George Hardland, Larry Healy, Andrew Hilliard, Graham Hobbs, Jeremy Honner, Joe Lewandowski, Dennis Mardlin, Bob Newton, Dave Redding, Barry Richardson, Carl Rinaldi, William (Bill) Simpkins, Dennis Tomaszek, Alan Tully, Nichlaas Martyn Voogd, and Bob Wickens (total of 25/39)

Meeting started 14:05

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## Reports

- **Chairman's Report.**
  - **Thank you for coming to the AGM. Remembrance and minutes silence, for Bob Bizzel (attended by Bob Wicken, Jeremy Honner and Steve Conway.)**
  - **Quick report. We have moved forward in leaps and bounds, we are now a charity, and we now have Trustees (thanks to them). New way of paying for membership. Gained a few new members. Word of mouth and website. Well done all to all to those that and got new members. The Barbque was a great success, Willington, Park road west, etc. Thanks to those that took part. Thanks to those who have done furniture repair, and stuff for the art and craft centre. Note that the Art Centre provides our location (for free) hence why we undertake work for them.**
  - **There are ten slots, (Monday to Friday, morning and afternoon). The other day we had some many members (on a Tuesday) we could hardly move, so please could we use more of the days.**
  - **New lathe and coming a new thickness planer (funds from the councilors) We have also in line a new saw bench, to improve safety. Old equipment, when disposed, available to members to bid on.**



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- Please note that May 11<sup>th</sup> 2019. Barbecue Open day. Various activities, pyrography, metal casting etc. Refreshments provided (to be purchased)
- Treasurer's Report

Brief overview; last year we changed the way we collected funds to a monthly collection. To make the contribution lower (two people objected).

Policy on setting the subs is based on running cost, insurance and spares and repairs. Software licenses, website hosting. Insurance over £500 per annum. Materials etc. are bought by us, or from grants or sales. Reserve fund is £1.5k as a percentage of the running cost, currently. All assets have been transferred to the COI (the charity), and we need to make to return to the Charity commission. Larry has done a lot of work in documenting and sorting out assets.

Last year £2355 in the bank, £250 in petty cash. This year in the bank £3917, petty cash 122, which give a total of £4040; although that is £3390 actual due to purchase of the new thickness planer which is on order and the grant has been received. The reserve £1900 to be transferred to new account. £1521 was received from Grants, Councilors, and Waitrose. Sales and honesty by £506 pounds and Tea club £130 "profit". Therefore, the Trustees are planning on keeping the "cost" of the subscriptions and the cost of Tea the same for 2019.

For spares and repairs £118 was spent (which was under the budget of £300). Railway group got a startup of £50.
- Trustees' Report. Very good year. Five visits out, and five events attended. A number of group activities and charities supported, along with several notable achievements. However, best of all, is that our membership has grown considerably. See Trustee Autumn 2018 report for full details.

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## AGM Matters

- Amendment to constitution; after further investigation and discussion, this was not found to be necessary.
- Election of Management Committee (Including Chair, Treasurer, & Secretary) and Trustees
  - Elected for the management committee were: Bob Wickens, Jeremy Honner, Steve Conway (Chair, Treasurer, and Secretary) and Stephen Clare, Bob Newton, and Dave Redding.



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- Elected for the Trustees were: Bob Wickens, Jeremy Honner, Steve Conway (as ex officio, as they hold the posts of Chair, Treasurer, and Secretary), and Stephen Clare and George Harland.
- All elected unopposed and with 24 votes and 1 proxy vote

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## General Matters

- Men In Sheds Bedford Open Day to be in May.
- 2019 Objectives (see appendix)
- Subscription for 2019 (remaining the same, provisionally set by Trustees).

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## Any other Business

- Twinning with other sheds (local and international)

### Objectives for 2019

Growth of membership

Trips out

Internet

Group activities

Suggestion box /email

Training on machines

Events to be attended

Barbeque,

Clapham show missed,

Other fetes, church events, etc. Let us know if there are events happening. The more members from different areas mean more councilors and more grants.

Bench saw replacement (councilors approved in Principal. Awaiting the Planer thickness before moving on that.

Twining with other sheds, international and local. Discussed further in Committee.

Thanks to Larry for all the work sorting out the tools.



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Boxes of old tools under the bench, available for members, after deadline, we will dispose them. Waterloo Sheds sends them to third world charity. This was approved by 25 members and unopposed.

Willington Fete, we didn't tell people that we were selling stuff. We need to make it clear, stuff is for sale. Put up a sign for sale stuff next time.

#### Finance

What the budget is going to be for the next year. Cost of insurance £500, spares and repairs £350, internet cost 234 annually, software 85 or licenses, MSCUK membership.

The projected running cost £1000 (insurance). Subscription £1000, tea club 150, Honestly box 150, oversubscription 168 (some members contribute more than the two pound per months). This leads to £1698 of income with a projected £1500 for costs.

Conclusion is that monthly cost continues at two pounds.

Lack of cleaning up. We all need to take responsibility to clear up and it is a safety issue. Plea to clean up. Cups also. Last one in the shed, turn off the lights, heating and machines.

Project, put a door on the outside lean too (we have had people sleeping there)

Meeting closed at 15:15



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### **Appendix 1 Change to Constitution.**

By default, three of the four trustees are elected from the management committee (Chair, Treasurer, and Secretary). The remaining role is appointed by the AGM (or EGM). These remain in role for three years. However, should one of management stand down, or one of the trustees stand down, then obviously we would need to add a line to clarify that we could appoint up to two of the trustees who are not on the management committee.

*In the event of a member of the management committee standing down from the role of Trustee, or a Trustee standing down, then another person can be voted into that role by either an AGM or EGM. It is expected that there will be always two of the Trustees who will also be on the management committee.*

### **Appendix 2 Objectives for 2019**

Growth of membership

Trips out

Internet

Expanded actives / more use of the shed

Group activities

Events to be attended

Finance

### **Appendix 3 Objectives for 2018**

***Organisation Objectives – By the end of 2018 we aim:***

- To recruit new members to raise our membership to 40.
  - Briefly met, currently at 39
- Improve our visibility to public and members through improvements to our website, better distribution of meeting minutes to members, production of regular shed progress bulletins to members and attendance at local public occasions or rallies
  - *Website updated and improved.*
  - *Facebook account now live*
  - *Eids Festival, Barbeque day great success, Willington Fete*

- Increase our product and repairs businesses to assist in funding and community appeal
  - *Through items members have made and sold this year, we have raised quite a lot of funds this year.*
- To increase our breadth of activities to include internet access for our computing group and restart our model trains interest groups so that appeal and skills for our members can be improved and widened to help with modern day life and to extend the capability to support other modern hobby interests through programming and applications.
  - *Internet has not been established, efforts are ongoing*
  - *Model trains has been set up and is well attended. One layout has been completed.*
  - *Computer training currently working on CNC machines but members need to speak up about what they are interested in.*
- Fund start up requirements for the activities
  - *Funding for new thickness planer received (awaiting item to be in stock)*
  - *Waitrose green button has provided several hundred pounds*
- To secure additional funding (income from sales and grants) to help fund the core running costs of the Shed and the additional legal, planning and design costs.
  - *Membership contributions are now covering the charities running costs (broadly insurance and spares and repairs)*
- Increase our membership funding to better reflect our current business needs
  - *Briefly met, currently at 39*
- To increase our reserve funding to provide a deeper level of security against unexpected demands
  - *Nearly at our target level of several thousand pounds*
- Change our funding arrangements such that Gift Aid can be applied for.
  - *Most members are paying by standing order.*
  - *Gift aid should now be viable, plan to move forward on this*
- To secure agreement for the use of the land behind the current Shed which is owned by Bedford Borough Council for an additional Shed; developing on the initial outline agreement by Council officers.
  - *This has been abandoned as not viable.*
- To investigate and produce outline plans for the additional Shed.
  - *Looking to secure addition shed for siting next to green "shed".*
- To identify possible sources of capital and revenue funding for the additional Shed; and if possible, submit appropriate funding bids.
  - *Tesco, WH Smiths, and the Local Council have all been approached to fund the internet installation.*



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**Appendix 4 Nominated for election.**

**Management committee**

Dave Redding,	<b>Nominated</b> Larry Healy	<b>Seconded</b> Joe Lewandowski
Bob Wickens,	<b>Nominated</b> Dave Redding	<b>Seconded</b> Robert Newton
Jeremy Honner,	<b>Nominated</b> Dave Redding	<b>Seconded</b> Bob Wickens
Stephen Clare,	<b>Nominated</b> Steve Conway	<b>Seconded</b> Geoff Curle
Steve Conway,	<b>Nominated</b> Jeremy Honner	<b>Seconded</b> Bob Wickens
George Harland.	<b>Nominated</b> Jeremy Honner	<b>Seconded</b> Geoff Curle

**Election of Trustee(s) (for three years)**

Prepared to stand as Trustees are:

George Harland,	<b>Nominated</b> Bob Wickens	<b>Seconded</b> Jeremy Honner
Jeremy Honner,	<b>Nominated</b> Bob Wickens	<b>Seconded</b> Dave Redding
Steve Conway,	<b>Nominated</b> Jeremy Honner	<b>Seconded</b> Ken Buckles
Stephen Clare.	<b>Nominated</b> Andrew Hankiewick	<b>Seconded</b> Bob Wickens

(Note: there will be four Trustees, the constitution states that three will be from the management committee, Chair, Treasurer, and Secretary; however, if one resigns from being a trustee, then two can be elected from the above list).

You may give your vote to a proxy who is listed above to vote on your behalf. However, you must inform the secretary that you wish to do this, and who is your proxy.