

AGENDA: BVRA AGM 2023 – 23<sup>RD</sup> NOVEMBER 2023 – BARKHAM VILLAGE HALL

1. Attendees and apologies
2. Minutes of previous AGM held on Thursday 10<sup>th</sup> November 2022
  - a) Matters arising
  - b) Acceptance of minutes
3. BVRA constitution revision
4. Chairman's report – rotating/acting
5. Treasurer report and Accounts
6. Membership report - acting
7. Newsletter report
8. Dev Watch report - acting
9. Webmaster report
10. Social report
11. Election of officers
12. AOB
13. Date of next AGM – TBA

# **Barkham Village Residents Association**

## **Minutes of the 36th Annual General Meeting**

At 1930, Thursday 23rd November 2023

Barkham Village Hall

**Present:** Gill Powell (GP), Steve Young (SY), Alan Edwards (AE), Dave Clements (DC), Simon Goldring (SG), Jim Butler (JB)

**Apologies:** Louise Goldring, Shirley Warner.

**Residents attending:** - Chris Garrood, Carolyn Kay, Peter Major (PM), Michael Butler, Cathy Whittington

1. Attendees and Apologies
  - a. GP (acting Chair), welcomed everyone to the AGM. Apologies were noted as above.
2. Previous Minutes and Actions
  - a. Decisions and actions from previous AGM held 10 November 2022 had been circulated in advance.
  - b. No new matters were identified and all previous Actions were agreed as complete.
  - c. The minutes of the previous AGM were proposed by SG, seconded by AE and accepted and signed. ACTION: GP
3. BVRA Constitution Revision
  - a. The Committee has developed a revised Constitution. This had been provided with the AGM papers and displayed on BPC noticeboards.
  - b. The meeting was invited to accept the revised version.
  - c. Comments were raised from the floor regarding the definition of "Member". SG explained the discussion held within the Committee and the basis for the wording as drafted.
  - d. The revised version was proposed by PM, seconded by JB and unanimously approved.  
ACTION: Version to be signed by Chair and uploaded to Website by DC
4. Chair's report (GP acting)
  - a. Report submitted and available on BVRA website
5. Treasurer report and balance sheet (SY)
  - a. SY presented the Treasurer report and balance sheet as previously circulated. Reference was specifically made to:
    - i. The improvement in the balance
    - ii. Noted that Petty Cash was no longer held by the Treasurer,
    - iii. That we have a new Independent Person – Tim Lelliott. The thanks of the BVRA are recorded for his work on the accounts.
6. Membership report (SG acting as part of Team)
  - a. SG presented the Report submitted and available on BVRA website on behalf of the Membership Team.
  - b. SG thanked all Distributors and Wholesalers for their continued efforts on behalf of the BVRA.
  - c. SG referred to the forthcoming changes in distribution and fee collection. SG encouraged resident to get involved with future distributions.

7. Newsletter report (AE)
  - a. AE referred to the Report submitted and available on BVRA website.
  - b. AE thanked Bob Bishop for all his previous hard work in keeping the newsletter going.
  - c. AE noted the increase in fees for next year and the revised arrangements for distribution (1 copy (Spring Edition) going to all residents, the remaining 3 editions going only to paid-up members) and fees not being collected at the door.
  - d. SY referred to difficulties with the carriers that the current printers use. It was agreed that the service we receive and the price be checked in the market. ACTION: AE
8. DevWatch Report (DC acting)
  - a. DC referred to the Report submitted and available on BVRA website.
  - b. Particular attention was drawn to the ongoing planning developments within Barkham and those affecting Barkham, including Langley Common Road, Edneys Hill, Blagrove Road and Barkham Ride.
  - c. Dev Watch currently has approx. 1200 on its circulation list; 60/70% of emails get opened by recipients with 7/10% clicking through to WBC site.
  - d. It was noted that BPC and ANPC are reported to have purchased The Coombes.
9. Web Master Report (DC)
  - a. DC referred to his Report submitted and available on BVRA website. Specific mention was made of the upgraded website software and the increased use of Facebook by residents.
10. Social report (GP)
  - a. GP referred to the Report submitted and available on BVRA website.
  - b. Thank were recorded to all members of the Social Team and those helping at events. GP encouraged other residents to come forward and get involved with the Social activities.
  - c. The next BVRA event is the Carol in the Park on 15<sup>th</sup> December 2023.
11. Election of Officers 2023/2024
  - a. All those currently on the BVRA Committee (including those in acting roles) have indicated a willingness to continue.
  - b. Other nominations were invited from the Meeting; none were made
  - c. The Committee was re-elected en-masse; Proposed by DC and seconded by JB
12. AOB
  - a. The Chair invited AOB items.
  - b. PM noted his thanks to the BVRA for all their hard work.
13. Date of next meeting
  - a. The Date of the next Meeting, to be held in November 2024 is to be agreed. ACTION; BVRA Committee

The meeting Closed at 8.00pm

Signed:

Date:



## AGM meeting report 2023

Function: Acting/rotating Chair

Name: Gill Powell

Date: 23<sup>rd</sup> November 2023

### Completed tasks/activities

Due to resignations from the BVRA team, this year we have vacancies for Chair, Secretary, Dev Watch Co Ordinator and Membership officer. Therefore, we are rotating the roles of Chair and Secretary, while Dave Clements has temporarily taken on the role of Dev Watch Co Ordinator in addition to his role as Webmaster and shares the role of Membership officer with Simon and Louise Goldring, who are all acting in a temporary capacity

We have also had resignations from the social team. Cathy Whittington and Louise Goldring have stood down from the team and we thank them for their hard work in the past. We welcome Peter Ainscough, who has joined the social team this year.

We are also short of distributors, with some members now doing more than one round. Despite this, we have managed to produce a very full calendar of social events and have continued with the publication of the newsletter and the Dev Watch information.

The current members of the BVRA team are as follows:

#### Main BVRA Team

Chair – rotating

Secretary – rotating

Treasurer – Steve Young

Newsletter Editor – Alan Edwards

Webmaster – Dave Clements

Membership – Simon and Louise Goldring

and Dave Clements – all acting

Dev Watch Co Ordinator – Dave Clements – acting

Social Team chair – Gill Powell

Social team and Village Hall liaison – Shirley Warner

Social Team – Jim Butler

#### Social Team

Social Team Chair – Gill Powell

Social Team – Shirley Warner

Social Team – Jim Butler

Social Team – Peter Jay

Social Team – Peter Ainscough

### Ongoing tasks/activities

The team really do need more volunteers to spread the load, both on the main BVRA team and the social team. Please consider joining us if you value what BVRA brings to Barkham. The survey completed earlier this year showed that you do value the organisation, but we cannot put your suggestions into operation without more volunteers to help.

### Items for discussion

### Future actions and timescales

**Increased annual subscription for members to £3 from 2024.**

**Change in collection methods for subscriptions for 2024**



## AGM report

Name: Steve Young

Role: Treasurer

Meeting Date: 23 November 2023

### Completed tasks/activities

- Full internet banking access granted to me following appointment as Treasurer at last AGM. As back-up, Gill Powell has been granted full signatory status on the bank account.
- Petty cash arrangement discontinued in January 2023 and the cash "float" paid into the bank account. All BVRA funds are now held in the current account with Lloyds Bank. The Treasurer no longer holds any cash.
- New Independent Examiner of the Accounts appointed (Tim Lelliott).
- Profit and Loss Account for financial year ending 30/09/2023 has been independently reviewed, approved and signed by Tim.
- BVRA funds at 30/09/2023 stood at £6214.67 but this includes £830.00 received as fees for the quiz taking place after the financial year end. So a more indicative figure would be £5384.67. This represents an increase in funds from 30/09/22 of £966.60.

### Ongoing tasks/activities

- Just "business as usual".

### Items for future discussion

- Possibly consider changing the BVRA's financial year. The New Constitution would give the flexibility needed to readily do this.
- Prices for advertising in the Newsletter to be reviewed.
- Following the purchase of a projector and screen, consideration to be given to the establishment of an asset register.

### Future actions and timescales


- Nothing specific identified

**BARKHAM VILLAGE RESIDENTS ASSOCIATION**

**ACCOUNTS FOR YEAR ENDED 30 SEPTEMBER 2023**

	2022/23	2021/22
<b>INCOME - GENERAL</b>	£	£
Subscriptions	1168.28 <b>Note 1</b>	1200.23
Misc Payments in	86.19 <b>Note 2</b>	0.48
Grants	880.00	250.00
Newsletter Advertisements	310.00	200.00
<b>INCOME - EVENTS</b>		
Quiz Night	2065.27 <b>Note 3</b>	1035.20
Carols Evening	141.40	163.08
Skittles	955.92	996.35
Easter Egg Hunt	111.91	61.00
Coronation Event/Barn Dance	7552.06 <b>Note 4</b>	616.85
Distributors BBQ	14.00 <b>Note 5</b>	
<b>TOTAL INCOME</b>	<u>13285.03</u>	<u>4523.19</u>
<b>EXPENDITURE - GENERAL</b>		
Newsletter	1872.62	1742.79
Website	14.18	112.65
Insurance	300.00	300.00
Administration	393.40 <b>Note 6</b>	254.45
Donations	0.00	250.00
Misc Payments out	84.00 <b>Note 7</b>	0.00
<b>EXPENDITURE - EVENTS</b>		
Quiz Night	857.59	378.77
Carols Evening	248.78	352.56
Skittles	675.99	987.67
Easter Egg Hunt	87.20	68.85
Coronation Event/Barn Dance	6871.57	540.80
Distributors BBQ	83.10	278.45
Competition Prizes	0.00	114.39
<b>TOTAL EXPENDITURE</b>	<u>11488.43</u>	<u>5381.38</u>
<b>Excess of Income over Expenditure</b>	<b>1796.60 <b>Note 3</b></b>	<b>-858.19</b>
<b>BALANCE SHEET AS AT 30 SEPTEMBER 2023</b>		
OPENING CURRENT ACCOUNT BALANCE	4,367.27	
TRANSFER FROM PETTY CASH	50.80	
ADD INCOME	13,285.03	
DEDUCT EXPENDITURE	11,488.43	
<b>CURRENT ACCOUNT BALANCE C/FWD</b>	<b>6,214.67</b>	
<b>TOTAL FUNDS REPRESENTED BY</b>	<b>AT 30 09 2023</b>	<b>AT 30 09 2022</b>
CURRENT ACCOUNT	6,214.67	4367.27
PETTY CASH	0.00	50.80
	<u>6,214.67</u>	<u>4418.07</u>

I certify that these Accounts are in accordance with the books and records of the Barkham Village Residents Association

Signed   
 Tim Lelliott - Independent Examiner

Date 8 November 2023

## BARKHAM VILLAGE RESIDENTS ASSOCIATION

### EXPLANATORY NOTES TO ACCOUNTS FOR YEAR ENDED 30 SEPTEMBER 2023

1	Payments by Direct Debit	£584.32 (332 payments, less fees - £79.68)
	Payments by cash/cheque/bank transfer	£528.20
		<b>£1,112.52</b>
2	3 Payments of £24.00 received in error	£72.00
	1 Payment of £12 received in error	£12.00
	2 Payments received from Square - Card testing	£2.19
		<b>£86.19</b>
3	Contribution from BPC for Coronation Event	£5,250.00
	Received from ticket/bar sales	£2,302.06
		<b>£7,552.06</b>
4	Includes £155.40 contribution towards survey costs	
5	Refund of the 3 £24 payments received in error	£72.00
	Refund of the £12 payment received in error	£12.00
		<b>£84.00</b>



## AGM meeting report

Name: Dave Clements, Louise Goldring and Simon Goldring

Role: Membership

Meeting Date: 23<sup>rd</sup> November 2023

### Completed tasks/activities

- We would like to thank all the volunteer distributors and wholesalers whose time and efforts allow the quarterly BVRA newsletter to be distributed in a timely manner. We currently have 29 distributors and 5 wholesalers covering 35 rounds across the area. We have sadly lost three distributors and one wholesaler this year. We are grateful to committee members who have kindly stepped in to ensure deliveries are made. We are always interested in finding new members of the team and encourage residents to consider if they are able to help.
- The number of paid members has remained fairly constant over the last few years and we currently have 618 paid up households.
- As well as Direct Debits and cash payments, we have this year introduced a facility to pay by bank transfer.
- We have distributed the Spring and Summer newsletter to all households on the BVRA database but the Autumn and Winter newsletters only went to paid members.
- The annual distributor party held in August was again a great success with distributors enjoying a BBQ by way of our appreciation and thanks for their efforts throughout the year. Thanks also need to be recorded to those who helped organise the event.

### Ongoing tasks/activities

- We are currently preparing for the distribution of the Winter newsletter which will only be delivered to Households who have paid their membership for this year.

### Items for discussion

- To consider how to attract and retain new distributors and wholesalers.
- To consider the merits of an electronic newsletter vs printed version.

### Future actions and timescales





## AGM meeting report

Function: Newsletter Editor

Name: Alan Edwards

Date: 3<sup>rd</sup> November 2023

### Completed tasks/activities

I have just completed my seventh issue 146, covering Winter 2023. It is now at the printers.

In the Spring, Bob Bishop, who undertook the layout of the Newsletter for so many years, eventually retired and I took over this role too. This entailed learning a desktop publishing software package, MS Publisher. I was pleased to be able to match the style of Bob's different software and nobody seemed to notice the subtle differences in look.

### Ongoing tasks/activities

Issue 146 will be distributed in early December solely to paid-up members of the Association.

We continue to use Solopress to print our newsletters as they produce a good quality product and are generally reliable.

### Issues for discussion

### Future actions

Like everything else, printing costs have increased a great deal this past year or two, so we will be increasing the subscription from £2 to £3 next year – the first increase for 25 years!

In addition, we will not be collecting subscriptions in cash using door-to-collection. This has become increasingly problematic over recent years, especially following the COVID pandemic.

We will be distributing the Spring issue to all residents while the other three will be distributed to paying members only.



## AGM meeting report

Name: Dave Clements

Role: DevWatch

Meeting Date: 23<sup>rd</sup> November 2023

### Completed tasks/activities

The role of DevWatch coordinator remains unfilled since the sad loss of Stewart Richardson. We have been able to continue to provide alerts, albeit with less analysis and advice than usual. We are also grateful for BPC in providing details of new applications and input for some alerts.

16 DevWatch Alerts have been issued in the last 12 months, the same as the previous year. The significant difference is that until September it was relatively quiet. The last 2 months have seen 7 alerts being issued.

Continuing from last year we have been pleased to advise the decision by WBC to reject the plans for homes at Edneys Hill and the rejection of the Instalcom appeal by the planning inspectorate. There is still no decision after over 12 months, regarding the application for homes at Blagrove Lane.

Further good news was received in October when WBC rejected plans for a new entrance to the Leathern Bottel and equestrian centre off Limmer Hill Road. We suspected the application was the prelude for an application to build on the equestrian centre and have been proved correct with a new application being submitted in the last few days that now uses the existing pub entrance. An alert has been issued asking residents to object to the proposal.

We have advised recently of plans to build almost 100 homes at 31/33 Barkham Ride at the Barkham / Finchampstead boundary. If approved this can only increase traffic on Barkham Ride / Street.

### Ongoing tasks/activities

Monitor the planning applications mentioned above.

Monitor possible future developments. We are aware of new proposals being developed for Barkham Square and also plans for a development of houses off Langley Common Road.

Try to recruit a resident to take on the DevWatch role

### Items for discussion

None

### Future actions and timescales

Review the local plan proposal when it is issued by WBC and provide a summary to residents.

We encourage all residents to advise us of any potential activity that could be of interest to residents. Please use the contact form on the BVRA website  
<https://barkham.org.uk/index.php/contact/contact-bvra>



## AGM meeting report

Name: Dave Clements

Role: Webmaster

Meeting Date: 23<sup>rd</sup> November 2023

### Completed tasks/activities

Maintained the BVRA website, Facebook Page and Group, BVRA membership and mailing systems. A major upgrade of the software was completed successfully in June

- The Facebook group has grown to 121 members (up 30%) discussion has increase a little but remains low
- The DevWatch mailing list has grown slightly to 1230 subscribers
- The Social activity mailing list has grown to over 600 subscribers

Thanks go to the distributors in collecting email addresses allowing us to grow our mailing groups.

To join our Facebook group go to <https://www.facebook.com/groups/219055548636947>

To sign up for emails go to <https://barkham.org.uk/index.php/barkham/keep-in-touch-with-bvra>

Once again thanks go to Bob Bishop for hosting our website at no cost to the BVRA

### Ongoing tasks/activities

Business as usual maintaining the above

### Items for discussion

None

### Future actions and timescales

Nothing planned



## Social Team meeting report - AGM 2023

Name: Gill Powell

Role: Social Team Chair

Meeting Date: 23rd November 2023

### Completed tasks/activities

Since the last AGM in November 2022, we have held many successful social events. We held our usual Carols in the Park evening in The Junipers on Friday 16<sup>th</sup> December 2022. Due to the extreme cold we shortened the evening and the number of carols sung, but we hope to revert to the usual programme this year. We then held the Family Skittles evening on Saturday March 25<sup>th</sup> 2023 with a very good turnout of residents, and an Easter Egg Hunt for the children on the afternoon of Easter Sunday. The big event of the year was the Coronation on Saturday 6<sup>th</sup> May 2023. We held daytime entertainment for the children in a Marquee on the Village Hall field while the adults watched the coronation on a large screen TV in the hall itself. The Guides provided refreshments. Then the evening entertainment was a Barn Dance in the marquee with a hog roast. Our thanks go to Barkham Parish Council for helping to fund the event. We held a BBQ in July to thank all our newsletter distributors and then the very popular Quiz on Saturday 21<sup>st</sup> October 2023 with our excellent quizmasters, Steve and Jan Richardson.

### Ongoing tasks/activities

The Carols in the Park is again booked for Friday 15<sup>th</sup> December.

### Items for discussion

### Future actions and timescales

**We will be booking events for 2024 shortly, so watch out for these in the newsletter and on the website**