

Barkham Village Residents Association

Agenda and Decisions and Actions of the 35th Annual General Meeting

1930 – 2030, Thursday 10th November 2022

Barkham Village Hall

CONTENTS

1. BVRA Committee
2. Attendees /Apologies
3. Agenda items and decision Log
4. Appendices
 - a. Chairman report
 - b. DevWatch Report
 - c. Membership Secretary Report
 - d. Newsletter Editor Report
 - e. Social Committee Chair Report
 - f. Treasurer Report and accounts
 - g. Webmaster Report

BVRA Committee

Chair and Secretary	Beverley Dipper	DevWatch Editor	Gurprit Singh
Treasurer	Alison Goudge (2021/22); Steve Young (2022/23)	Social Chair	Gill Powell
Membership Secretary	Beverley Dipper	Social committee and Barkham Village Hall liaison	Shirley Warner
Newsletter Editor	Alan Edwards	Webmaster	Dave Clements

Present: Bev Dipper (BD), Steve Young (SY), Alan Edwards (AE), Dave Clements (DC), Gurprit Singh (GS), Cathy Whittington (CW)

Apologies: Gill Powell (GP), Shirley Warner (SW)

Residents attending: - Simon Goldring, Pat Bennett, Peter Major, Martin Dipper

	Item	Action /Decision Ref	Arising Decisions/Actions	Who	When
1.	Introduction and welcome - Beverley Dipper				

2.	Decisions and actions from previous meeting held 11 November 2021 <ul style="list-style-type: none"> - Beverley Dipper - Log reviewed and signed off 	AGM21/001	The committee made the decision to move from HSBC to Lloyds which does not levy any bank charges and offers a much easier banking facility	AG	Completed in June 2022
		AGM21/005	Check with Barkham Parish Council re the instatement of double yellow lines at the junction of The Lilacs and Bearwood Road to reduce parking congestion	GS	Tuesday 15 November 2022 at meeting with BPC
3.	Treasurer report and balance sheet Steve Young <ul style="list-style-type: none"> ▪ Report and balance sheet submitted and available on BVRA website 	AGM22/03	A question was raised about the donation made to the Wokingham Foodbank and the Hamper competition. The committee explained that this was an initiative borne out of the lack of social activities during Covid lockdown as an attempt to inject some festive fun whilst also donating to a local charity who were helping those in need. This initiative will not be repeated.		
4.	Membership report Beverley Dipper <ul style="list-style-type: none"> ▪ Report submitted and available on BVRA website 	AGM22/04	BD explained about the desire of the BVRA (and BPC) to better understand the needs and priorities of the Barkham residents to inform future direction. A survey is in field at time of the AGM to solicit views and feedback. Results will be reviewed during December and published in the Spring newsletter.	BVRA committee	December 2022 – March 2023
5.	Newsletter report Alan Edwards <ul style="list-style-type: none"> ▪ Report submitted and available on BVRA website 	AGM22/05	AE responded to a question about reviewing the printer to ensure competitive costs. This will not happen until we know from the survey results whether we continue to produce a printed newsletter.	AE	February 2023
6.	DevWatch report Gurprit Singh <ul style="list-style-type: none"> ▪ Report submitted and available on BVRA website 	AGM22/06	Connect with Edneys Hill action group to see if the BVRA can support/assist	GS	Immediate

			Steve Young appointed Treasurer in November 2022 Bev Dipper appointed Chair and Secretary in November 2022		
11.	Any Other Business		None raised from the floor		
12.	Date of next meeting		November 2023 – actual date to be confirmed		



AGM meeting report

Function: Chairman

Name: Beverley Dipper

Date: 4 November 2022

Summary

The last 12 months have been a year of change within the BVRA committee. Our Chair of 3 years Alan Dixon resigned due to moving out of the area; our Secretary Richard Roberts also resigned as did our Newsletter Editor Suzanne Trigg who also has left the area. We sadly lost our DevWatch Editor through the passing of Stewart Richardson – a very long serving committee member and one who held a number of roles during his tenure. Our treasurer Alison Goudge also tendered her resignation effective as of this AGM. This situation has placed a demand on the remaining members of the committee – all of whom have stepped up to cover the vacant roles and ensure continuity of the functions. My sincere thanks to all of the committee for their sterling efforts and team work.

Despite challenges with the lack of replacement volunteers it's great to be able to report that we now have a full team of committee members. Alan Edwards joined as Newsletter Editor in April and has successfully managed two editions to date with the Winter one imminent. Steve Young who was already involved with the BVRA as our chief newsletter wholesaler replaces Alison Goudge as Treasurer. Gurprit Singh has joined as our new DevWatch Editor. My thanks to Dave Clements for covering this role in the interim in addition to his existing responsibilities.

The Social Committee led by Gill Powell and very ably supported by Shirley Warner, Cathy Whittington, Peter Jay, Jim Butler and Louise Goldring (plus press-ganged partners 😊) have put on six "regular" social events. This year they also staged a very successful Family Fun day in association with Barkham Parish Council at the Village Hall on Saturday 4th June 2022 to celebrate the Queen's Platinum Jubilee. These events are well supported but always in need to more committee members to help. The success of the events is a testament to the team of all the hard work behind the scenes.

We are also very fortunate to have the services of two other unsung hero helpers: - Bob Bishop provides the web hosting service for the website, internal BVRA document library and member database and email system. In addition, Bob is instrumental in assisting Alan Edwards with the formatting, layout and production of the quarterly newsletter. Bob is a great asset to the BVRA and we thank him very much for his continuing support and assistance.

Separately Steve Deveson has been the independent examiner verifying and approving our annual accounts. Steve has now retired from this role and our outgoing Treasurer Alison Goudge will replace him.

We have maintained the £2 subscription level but have seen a slight decline in subscriptions. Reasons for this vary from lack of cash and/or residents not being in at time of delivery, promises to set up direct debits but not fulfilled, resident turnover in the parish and sadly lack of interest in continuing to receive the newsletter.

As a result, our income has been lower whilst costs continue to rise but we have managed to retain a reasonably good financial position. This has been helped by a small grant from Barkham Parish Council.

DevWatch continues to be a key service and provides residents with information and any relevant calls to action on current and planned local developments. The number of alerts has increased over the previous year and reflects the increase in planning proposals, formal planning applications and active development issues. We seek to collaborate with Barkham Parish Council where appropriate to do so particularly to avoid duplication of effort but retaining our independent “voice of the resident”. It is worth noting the feeling of local residents in creating their own action groups and protests’ Blagrove and Edneys Hill.

In our 35th year of operation it is fair to say that it is a good time to review the future role and remit of the BVRA. We need to ensure that what we do and deliver is relevant to the residents of Barkham and appreciated. We also need to ensure that we have the resource capacity to fulfil the services we deliver. Rather than second guess we have developed a short survey to canvass Barkham residents on their views, needs and priorities to inform future decisions. We have taken the opportunity to work with the Barkham Parish Council on this as they too have similar questions and information needs. The survey is in field w/c 7 November and we hope that many residents will take the opportunity to provide their feedback. This will directly impact the role and remit of the BVRA in 2023 onwards.

Completed tasks/activities

- I assumed the Acting Chair role in April this year following the resignation of the previous Chair. I have also assumed responsibility for the Secretary role.
- There have been 4 committee meetings since the last AGM – three of which I have chaired and produced the minutes.
- Produced a strategic review of the BVRA and its current role and remit by way of current situation analysis.
- Recruited a new Treasurer and DevWatch Editor
- Engaged with the Barkham Parish Council (BPC) to explore areas for collaboration particularly on resident issues and planning and development matters
- Led the creation of a resident survey to determine what Barkham residents need from the BVRA – and the BPC

Ongoing tasks/activities

- The committee agreed that it was time to review the future role and remit of the BVRA (project name BVRA 2023). To this end we are fielding a short resident survey which is currently being distributed via the distribution of the BPC Village Info magazine. Responses are due by 30th November with analysis taking place during December

Issues for discussion

Future actions

- Decide on the future role and remit of the BVRA utilising the input from the resident survey
- Determine resourcing model required and officer capacity to fill
- Review the current membership and subscription model
- Review current newsletter – electronic vs printed copy



AGM meeting report

Function: DevWatch

Name: Dave Clements

Date: 02/11/2022

Completed tasks/activities

Sadly, our DevWatch coordinator, Stewart Richardson passed away earlier this year. Having done this role for many years his knowledge and expertise will be greatly missed.

Since the last AGM 16 DevWatch email alerts have been sent out. This is up from 11 in the previous year and is indicative of the increase in undesirable development activity in Barkham and the immediate surrounding area.

In January we advised of the local plan update and a consultation being run by Wokingham Borough Council (WBC). Our alert provided background on the potential impact for Barkham residents. Unfortunately, the change of power at WBC, following the local government elections in May, has resulted in a delay to the plan update. At present we do not know when this will happen.

Since then, our activities have focused on 2 areas

- a) School Road, where both the closure to through traffic and the Instalcom site on Wood Lane have impacted residents. Both have resulted in a significant increase in traffic on Langley Common Road
 - The School Road closure is done under an experimental traffic regulation order (ETRO) which is in place for 6 months from the closure in September. We will be issuing an alert shortly to remind residents to send their observations into WBC
 - The Instalcom appeal is due to be finally heard late this month and we will update residents with the outcome

- b) Proposed major developments on Blagrove Lane (circa 350 homes) and Edneys Hill (circa 40 homes). These are unwelcome developments which will have significant impact for Barkham Residents. Both are at the formal planning application stage and are under review by WBC. They have attracted a significant response from residents. The Blagrove proposal has had over 500 comments and Edneys Hill, which is still open for comment, over 200.

We think that both applications may be rejected by WBC but will then go to appeal. We will continue to keep residents updated of the progress and advise how to make representations to any appeal

Ongoing tasks/activities

Continue to monitor development activity that could impact Barkham residents.

Issues for discussion
Future actions
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

Function: Membership Secretary

Name: Beverley Dipper

Date: 4 November 2022

Completed tasks/activities

- All quarterly newsletter distributions were completed by our team of volunteer distributors. We have 31 distributors covering 35 rounds across Barkham. We have welcomed three new distributors (including myself!) and said farewell to one. We always welcome new distributors – it is a great way of meeting your local neighbours and enjoying some exercise
- The number of paid members has remained fairly static over the last couple of years averaging 630 households. We have seen a slight decline in subscriptions. Reasons for this vary from lack of cash and/or residents not being in at time of delivery, promises to set up direct debits but not fulfilled, resident turnover in the parish and sadly lack of interest in continuing to receive the newsletter. Disappointingly 50 residents who paid in 2021 have not paid this year despite best encouragement to do so.
- The ratio of cash payments vs direct debits has changed from 60:40 in 2021 to 45:55 in 2022. We had a drive to promote payment by direct debit last Winter and continue to encourage residents to use this payment method
- We continue to distribute the Spring and Summer newsletter to all 750 households on the BVRA database but the Autumn and Winter newsletters only go to paid members.
- The annual distributor party held in August was a great success with 50+ distributors enjoying a BBQ by way of our appreciation and thanks for their sterling efforts throughout the year – and this year the sun shone!

Ongoing tasks/activities

- We are currently preparing for the distribution of the Winter newsletter to paid only households

Issues for discussion

Future actions

- To consider the merits of an electronic newsletter vs printed version.
- To consider whether to increase member subscriptions from the current £2.
- Both the above issues are included in the upcoming resident survey which at time of the AGM will be in circulation across the majority of Barkham residents – including Arborfield Green



AGM meeting report

Function: Newsletter Editor

Name: Alan Edwards

Date: 3rd November 2022

Completed tasks/activities

I took over this role from Suzanne Trigg in April and my first edition was the Summer issue, No. 140, which celebrated 35 years of the BVRA. I have therefore completed two editions and the deadline for the Winter edition is tomorrow, 11th November!

Changes to the content so far include:

- Regular article about the Coombes
- Regular article about what was happening in the village 35 years ago, as recorded in the early editions of this Newsletter

We are grateful to the local businesses that advertise in the Newsletter and we would welcome new supporters in the future.

While on the subject of 'thank you', I would especially like to thank Bob Bishop who continues to do a great job formatting and laying out the pages. Bob has done this for almost all the 141 editions printed to date. Thank you, Bob.

Ongoing tasks/activities

Issue 142 is in progress and 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

I am always keen to receive articles about local activities and interests. Please let me know if you have any ideas for new contributions. I always looking for something fresh! Please contact me using newsletter@barkham.org.uk.



AGM meeting report 2022

Function: Social committee chair

Name: Gill Powell

Date: 10th November 2022

Completed tasks/activities

Since the last AGM in November 2021, we have resumed a full programme of social events, starting with the Quiz on 27th November 2021, with Steve and Jan Richardson as our new quizmasters. It was such a success that we asked Steve and Jan if they would do the same this year and they agreed.

We then held the Carols in the Park in The Junipers on Friday 17th December, accompanied by The Breakaway Brass Band.

The Easter Egg Hunt was held on the afternoon of Easter Sunday in April.

We delayed the Barn Dance from March until May, to allow the Covid infections to die down.

We held a family fun day in association with Barkham Parish Council at the Village Hall on Saturday 4th June 2022 to celebrate the Queen's Platinum Jubilee.

This was followed by a BBQ for the Newsletter distributors at the end of July,

Finally, we held a skittles evening on 24th October 2022.

Ongoing tasks/activities

The Quiz is booked for Saturday 19th November with Steve and Jan Richardson again acting as quizmasters.

Items for discussion

Future actions and timescales

The Village Hall has been booked for Skittles in March 2023, and a Quiz in October 2023 and we will hold the Easter Egg hunt and Carols at the usual times, together with the Distributors BBQ.

Any new ideas for social events are always welcome.

All these events need helpers to organise them, and the social committee members do sometimes take holidays(!) so we will always welcome volunteers to assist with the organisation and setting up of the events. If you would like to be involved, please contact Gill Powell: social@barkham.org.uk



Treasurer's AGM Report

Name: Alison Goudge

Function: Treasurer

Date: 10 November 2022

Completed tasks/activities

Profit and Loss Report for BVRA's financial year ending on 30 September 2022 has been independently reviewed, approved and signed by Steve Deveson (Attached).

Account stands at £4418.07 but includes £216.00 for November 2022 Quiz entries which falls into the next fiscal year

A one off charity donation of £150.00 was made to the Wokingham Food Bank and £100.00 to Dementia UK in memory of Stewart Richardson who did so much for the Residents Association.

Following the introduction of HSBC bank charges for administration, plus paying for cash in and out transactions, the account was moved to Lloyds bank in May where there are currently no charges incurred.

Steve Young has been accepted as a full signatory to the account and Bev Dipper a delegate, with full access to the account

Ongoing tasks/activities

An application is in progress to upgrade Bev to full signatory status.

Following this, Steve as the new Treasurer will apply for Internet banking but in the meantime can have access via my codes so there will be no delay with transactions.

When all the formalities are completed, my name can be removed from the mandate.

Issues for discussion

Change the financial year to 1st November to 31st October in order to have complete figures for all events. The AGM can stay in November but later in the month to permit time for approval of the accounts. Constitution amendment in 2023 would be necessary to effect the change.

Subscriptions and advertising income has left a shortfall of £343.00 for the Newsletter costs. Printing costs are continuing to rise as is the cost of living.

Over the past 5 years there has been a gradual decline of available funds from around £5,900.00 in 2017 to around £4,400 this year. The Committee is fully aware that future changes are becoming necessary to sustain resources, albeit there are reasonable funds still available at present.

Future actions

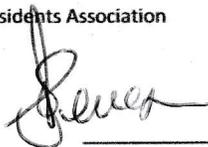
Appointment of an Independent Examiner.

**BARKHAM VILLAGE RESIDENTS ASSOCIATION
ACCOUNTS FOR YEAR ENDED 30 SEPTEMBER 2022**

	2022	2021
	£	£
INCOME		
Subscriptions (Note 1)	1200.23	1314.16
Deposit Account Interest	0.48	
Grants	250.00	250.00
Newsletter Advertising	200.00	390.00
EVENTS		
Quiz Night	1035.20	0.00
Carols Evening	163.08	0.00
Skittles	996.35	551.62
Easter Egg Hunt	61.00	0.00
Barn Dance	616.85	0.00
TOTAL INCOME	<u>4523.19</u>	<u>2505.78</u>
EXPENDITURE		
Newsletter	1742.79	1512.60
Website	112.65	6.70
Insurance	300.00	300.00
Administration	254.45	160.22
Donations (Note 2)	250.00	125.00
EVENTS		
Quiz Night	378.77	0.00
Carols Evening	352.56	100.00
Skittles	987.67	48.74
Easter Egg Hunt	68.85	0.00
Barn Dance	540.80	0.00
Distributors Party	278.45	93.09
Competitions	114.39	
TOTAL EXPENDITURE	<u>5381.38</u>	<u>2346.35</u>
PROFIT/LOSS	-858.19	159.43
BALANCE SHEET AT 30 09 2022		
OPENING CURRENT ACCOUNT BALANCE	2532.25	
OPENING DEPOSIT ACCOUNT BALANCE (Note 3)	2744.01	
ADD INCOME	4523.19	
DEDUCT EXPENDITURE	5381.38	
TOTAL FUNDS AT 30 09 2022 REPRESENTED BY		AT 30 09 2021
CURRENT ACCOUNT	4367.27	2532.25
DEPOSIT ACCOUNT	0.00	2744.01
PETTY CASH	50.80	0.00
	<u>4418.07</u>	<u>5276.26</u>

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

Signed

 **S. P. DEVESON**
Steven Deveson Independent Examiner

Date

8th Nov 2022

BARKHAM VILLAGE RESIDENTS ASSOCIATION
EXPLANATORY NOTES TO THE ACCOUNTS FOR YEAR ENDED 30 SEPTEMBER 2022

1. Subscriptions

Members paying by Direct Debit via Go Cardless

Gross		£
324 Members		648.00
a/c verification		1.00
	R/T	649.00

Less Fees		
324 Members		-77.76
a/c test		-0.01
	R/T	571.23

Members paying by Cash/Cheque

Amount collected	629.00
------------------	--------

TOTAL 1,200.23

2. Donations

07 February 2022	£150.00	Wokingham Foodbank
01 August 2022	£100.00	Dementia UK (in memory of Stewart Richardson)

3. Bank Accounts

The Deposit account with HSBC was closed in June 2022 and the money (plus nominal interest income) was transferred to BVRA's Current Account

BVRA's Current Account with HSBC was closed in June 2022 and all money transferred to a Current Account with Lloyds Bank



AGM meeting report

Function: Website and Direct Debit Administration

Name: Dave Clements

Date: 01/11/2022

Completed tasks/activities

Maintained the BVRA website, Facebook Page and Group, Administration and Direct Debit System and the BVRA mailing.

The Facebook group has grown to 87 members albeit discussion is still low

The Devwatch mailing list remains at almost 1200 subscribers

The Social activity mailing list is at just over 500 subscribers

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

Issues for discussion

None

Future actions

2023 will see the software that supports the website undergo a major upgrade.

We will be testing the site against the new software and at the same time reviewing the website features. If you have any suggests for new features or improvements, please let us know using the contact form on the website