

BVRA ANNUAL GENERAL MEETING 2024

7th NOVEMBER 2024

BARKHAM VILLAGE HALL

Agenda

1. Attendees and apologies
2. Minutes of previous AGM held on Thursday 23rd November 2023
 - a. Matters arising
 - b. Acceptance of minutes
3. Chairman's Report
4. Treasurer's Report and Accounts
 - Change of Accounting Year
5. Membership Report
6. Newsletter Report
7. DevWatch Report
8. Webmaster Report
9. Social Report
10. Election of Officers
11. AOB
12. 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 15th 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:

7/11/24.



AGM meeting report 2024

Function: Acting/rotating Chair

Name: Alan Edwards

Date: 7th November 2024

Completed tasks/activities

The BVRA continues to serve the village by monitoring and reporting on Planning and Development activity in the village, by staging several social events each year in order to foster a sense of community in the village and to produce a printed Newsletter four times a year, which is also circulated more widely in a digital format.

The new Local Plan, if adopted, contains major developments in the village and so DevWatch is likely to be very active in the near future.

We are grateful to Dennis Eyriey who has taken over the role of DevWatch Coordinator and has worked hard on the various planning applications. However, we continue to struggle to attract volunteers to help provide these services. We currently have vacancies for a Secretary and for a Membership Administrator, as well as the long-term search for a permanent chairman, which continues to be rotated every three months.

This year we increased in our subscription fee and altered how we collect them. We also increased our advertising rates. These changes have worked well and we will be holding the subscription at £3 per household in 2025.

Ongoing tasks/activities

The committee will galvanise their efforts to recruit more volunteers.

Items for discussion

Future actions and timescales

Change the Financial Year to make it easier to account for social events. This will be explained by our Treasurer.

We are planning to alter the role of the Membership Secretary and split it into two with one person responsible for the administration of membership records and the other to manage the distribution of the printed Newsletters and the team of distributors.



AGM report

Name: Steve Young

Role: Treasurer

Meeting Date: 7 November 2024

Completed tasks/activities

- Profit and Loss Account for financial year ending 30/09/2024 has been independently reviewed, approved and signed by Tim Lelliott (the independent examiner of the accounts).
- BVRA funds at 30/09/2024 stood at £6914.49 but this includes £902.80 received as entry fees for the quiz taking place after the financial year end. So a more indicative figure would be £6011.69. On a “like for like” basis, this represents an increase in funds from 30/09/23 of £627.02.
- The Constitution and Rules adopted at the last AGM gives the Management Team power to change the BVRA’s financial year. Using that power, the Management Team decided that the financial “year” starting on 1 October 2024 should run for a period of 15 months ending on 31 December 2025, and subsequent financial years should start on each 1 January.

Ongoing tasks/activities

- Having moved out of the Barkham area in the Summer, I will cease to be Treasurer as from the date of this meeting.

Cathy Whittington has indicated a willingness to undertake the roll. Unless any other members have offered themselves for election, Cathy will become the new Treasurer. With the Management’s Team’s agreement, I will continue to carry out the functions of the Treasurer until Cathy returns from holiday later in the year.

I will pass all documents/records/files across to Cathy and will arrange for her to have access to the BVRA’s Bank Account and authority for on-line transactions.

Items for future discussion

- Had I been continuing in the role, I would have suggested that going forwards some financial objectives should be identified by the Management Team.

Future actions and timescales


- Nothing specific identified

BARKHAM VILLAGE RESIDENTS ASSOCIATION

ACCOUNTS FOR YEAR ENDED 30 SEPTEMBER 2024

	2023/24	2022/23
INCOME - GENERAL	£	£
Subscriptions	1375.18 Note 1	1168.28
Misc Payments in	5.00 Note 2	86.19
Grant from Barkham Parish Council	660.00	880.00
Newsletter Advertisements	522.50	310.00
INCOME - EVENTS		
Quiz Nights	1496.43 Note 3	2065.27
Carols Evening	160.41	141.40
Skittles	789.21	955.92
Easter Egg Hunt	104.86	111.91
Coronation Event/Barn Dance	0.00	7552.06
Distributors BBQ	0.00	14.00
TOTAL INCOME	<u>5113.59</u>	<u>13285.03</u>
EXPENDITURE - GENERAL		
Newsletter	1686.68	1872.62
Website	96.00	14.18
Insurance	300.00	300.00
Administration	101.77 Note 4	393.40
Misc Payments out	114.97 Note 5	84.00
EXPENDITURE - EVENTS		
Quiz Nights	1024.69	857.59
Carols Evening	213.06	248.78
Skittles	560.55	675.99
Easter Egg Hunt	76.05	87.20
Coronation Event/Barn Dance	0.00	6871.57
Distributors BBQ	240.00	83.10
TOTAL EXPENDITURE	<u>4413.77</u>	<u>11488.43</u>
Excess of Income over Expenditure	699.82	1796.60
BALANCE SHEET AS AT 30 SEPTEMBER 2024		
OPENING CURRENT ACCOUNT BALANCE	6,214.67	
ADD INCOME	5,113.59	
DEDUCT EXPENDITURE	4,413.77	
CURRENT ACCOUNT BALANCE C/FWD	6,914.49	
TOTAL FUNDS	AT 30 09 2024	AT 30 09 2023
	6,914.49	6214.67

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

Signed 
Independent Examiner

Date 3 November 2024

BARKHAM VILLAGE RESIDENTS ASSOCIATION

EXPLANATORY NOTES TO ACCOUNTS FOR YEAR ENDED 30 SEPTEMBER 2024

1	Payments by Direct Debit	£993.68 (360 payments, less fees - £86.32)
	Payments by cash/cheque/bank transfer	£588.20
		£1,375.18
2	Donation by Member	£5.00
3	Includes £902.80 from ticket sales for 2024 quiz on 05/10/2024	
4	Software renewal	£12.65
	Stationery/stamps - Newsletter distribution	£77.23
	Purchase of phone top-up for card reader	£11.89
		£101.77
5	Gift for Inspector of Accounts	£17.99
	Purchase of Projector and Screen	£96.98
		£114.97



AGM meeting report 2024

Name: Louise Goldring and Simon Goldring

Role: Membership

Meeting Date: 7th November 2024

Completed tasks/activities

- We would like to start by thanking 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 32 distributors and 4 wholesalers covering the 36 rounds across the area. We are always interested in finding new members to join the team and encourage all residents to consider if they are able to help.
- We would like to record our thanks to Steve Young who has stepped down from his role as "Lead Wholesaler" after a number of years' service following his relocation away from Barkham.
- The number of paid members has reduced noticeably this year and we currently have 488 paid up households. The reduction in members this year is mostly attributed to the move away from collecting cash payments on the doorstep.
- The acceptance of payments by cheque, bank transfer and cash as well as Direct Debit have allowed numbers to reach their current level.
- This year only paid-up members have received all four editions of the newsletter.
- The annual distributor party, as a thank you to Distributors and Wholesalers, was held in August and was enjoyed by all those who attended. We would like to record our thanks to all those who helped organise the event.

Ongoing tasks/activities

- We are currently preparing for the distribution of the Winter newsletter.
- To consider how to attract and retain new distributors and wholesalers.
- The Committee has accepted a proposal to amend the role of Membership and separate out Distribution activities.
- Prepare a flyer for use by Distributors and others.

Items for discussion

Future actions and timescales



AGM meeting report 2024

Name: Alan Edwards

Role: Newsletter Editor

Meeting Date: 7th November 2024

Completed tasks/activities

All four issues of the Newsletter were created, printed and distributed without any major issues during the year. The Spring issue was delivered to some 800 homes and the other issues to fully paid-up members, around 500.

Review of Printing

At the last AGM I was asked to review the printing costs to ascertain whether we are getting good value from our current printers, Solopress. I conducted a review of printing costs by comparing other suppliers and other options from our current supplier. I covered various volumes and different paper types and found that Solopress remain very competitive. I also discovered that the paper type we use is the lowest cost option. Independently, when I chatted with a local printer who lives in the village, he confirmed that Solopress are very competitive.

At the previous committee meeting in September it was agreed that we should continue with our current supplier, who provides an excellent quality product together with a good service at a competitive price.

Advertising

The revenue from advertising is significantly higher this year than forecast because of an increase in advertisers and a price increase for advertisements placed on the back page.

Ongoing tasks/activities

Issue 150 – Winter Issue

This is currently being prepared and the deadline for contributions is 8th November, tomorrow!

Items for discussion

Nothing

Future actions and timescales

Not urgent, but I would like to modernise the 25-year old design, mainly the front page but I have yet to find anyone able to help with the graphic design. I would be grateful to hear from anyone with any advice or suggestions on how we might achieve this.



AGM meeting report 2024

Function: Development Watch

Name: Dennis Eyriey

Date: 7th November 2024

Completed tasks/activities

Since I stepped into the Development Watch role in April I have much appreciated the considerable help given to me by David Clements with whom I have been working closely. It has been a very busy period with some 20 Planning Alerts having been issued during the year covering subjects such as the refusal of the planning applications to extend the Leathern Bottel and residential development of the land at the rear, the long standing application for residential development on the land at Langley Common Road near to the Arborfield Green roundabout the refusal of the large Evendons Lane / Blagrove Lane residential application, the review on the School Road closure, the grant of planning permission for the residential development on 31 and 33 Barkham Ride and the application that has been made for residential development at 24 Barkham Ride, and the application for residential development onto School Road Arborfield, to name but some of the topics covered. Representations against the last two applications (and earlier ones) have been made by BVRA.

However by far the most important subject that was covered in the Planning Alerts was the recent publication of the proposed Local Plan which, if implemented, will have very considerable impact on Barkham particularly on the plans to develop the land at the back of Barkham Square and the site of the Arborfield Studios on Langley Common Road with 900 residential units. This is under consultation and representations can be made up to the 13th November.

Concern has been raised by a resident about pathways through the Coombes being used by vehicles – with the consequent risks to pedestrians, and damage to the state of footpaths. At BVRA's request the Parish Council is seeking advice from WBC.

Ongoing tasks/activities

The Local BVRA are talking to the Barkham Parish Council on a response to the Local Plan.

Items for discussion

The approach that BVRA should be taking to the Local Plan

Future actions and timescales



AGM meeting report 2024

Function: Webmaster

Name: Dave Clements

Date: 7th November 2024

Completed tasks/activities

Maintained the BVRA website, Facebook Page and Group, BVRA membership and mailing systems.

- All events publicised on the website and Facebook Page
- Past newsletters available to read / download on the website
- Emailed out the DevWatch alerts and made past alerts available on the website
- Improved the way events are shown and included links to the Village Hall calendar
- Administered the collection of direct debits and ensured all membership fees are accurately recorded and receipts emailed out.

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

None, but suggestions for improvements are always welcome – please contact webmaster@barkham.org.uk



AGM meeting report 2024

Function: Social Team chair

Name: Gill Powell

Date: 7th November 2024

Completed tasks/activities

Since the last AGM in November 2023, we have had a slightly reduced programme of social events due to the lack of volunteers.

We held the Carols in the Park in The Junipers on Friday 15^h December 2023, accompanied by The Breakaway Brass Band.

The Easter Egg Hunt was held on the afternoon of Easter Sunday, March 31st 2024 and the family skittles on 27th April 2024

This was followed by a BBQ to thank the Newsletter distributors on 17th August 2024

Finally, we held our always popular Quiz on 5th October 2024. Steve and Jan Richardson were once again our excellent quizmasters and have agreed to do the same in 2025.

Ongoing tasks/activities

Preparations are in hand for the Carols in the Park at 7pm on Friday 13th December 2024 in The Junipers

Items for discussion

Future actions and timescales

We will be planning and booking dates for next year's events shortly, so watch out for these in the newsletter and on the website.

Any new ideas for social events are always welcome.

All these events need helpers to organise them, and 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