

## **Bohemia Walled Garden Association**

### **Minutes of the Annual General Meeting 28<sup>nd</sup> April 2018 10am**

Held at the Park Road Methodist Church, St Leonards-on-Sea, TN37 6RA

#### (1)Welcome

Mary Dawson (chair) opened the meeting and welcomed those present.

#### Present

Christine M'Baye, Mary Dawson, Darren Windley, Susan Thomson, Lesley Bruce, Bob Hart, Wayne Parkhouse, Dot Hill, Julia Dance, Nigel Sinden, Dennis Day, Sue Dean, Justine Munro, Anna Clements, Linda Pearson, Flóki Cuervo, Kay Water, John Freedman, Harriet Noble, Amy King, Daniela Othieno

#### (2)Apologies

Rita Kandela, Mat Windley, Amy Kolb

#### (3)Minutes of the 2017 AGM

Copies of the minutes were circulated and Mary asked if there were any comments.

#### (4)Matters arising and adoption of the 2017 AGM minutes

Mary reported the following matters arising:

1. Darren wrote to Natwest asking for the BACS payment fee of 40p to be waved in view of Cheques being free. This was not successful and the charge remains.

2. A water supply into the garden as part of the new housing development at the previous Summerfields Business Park has not happened despite continued efforts from Nigel. He is therefore considering other options.

3. Links to other local organisations – We added links on our web site to some local organisations (e.g. 1066.net , Hastings Museum)

With no further matters arising the minutes were unanimously adopted by the members present. Sue and Mary signed the minutes.

#### (5)Trustee Annual Report for 2017 and adoption

Copies of the report were circulated with the AGM invite and copies were available at the meeting. Mary explained the BWGA charitable objects and explained how we will fulfil these. Mary read out highlights from the annual report. The annual report was unanimously adopted by the members present.

#### (6)Financial Report for 2017 and adoption of independent examination of accounts

Copies of the accounts were circulated with the AGM invite and copies were available at the meeting. Darren mentioned that as events are more popular our costs have increased slightly. Additionally the Heritage Lottery Fund (HLF) wall build has caused additional admin work and related costs. Overall we raise enough money to cover our costs and have some spare in the bank.

Accounts were adopted by the members present. The accounts have been independently reviewed by Hastings Voluntary Action.

#### (7)Action Plan for 2018 and adoption

Copies of the plan were circulated with the AGM invite and copies were available at the meeting. Mary presented a summary of the main points of this plan for activities in the year. The action plan was unanimously adopted by the members present.

#### (8) Election of Trustees

It was explained that as we are now a charity we no longer elect officers. There are currently 6 Trustees of Mary Dawson, Sue Thomson, Christine M'Baye, Darren Windley, Nigel Sinden and Dot Hill. All except for Nigel were elected at the AGM in 2017 and willing to continue. Nigel was elected by the Trustees after the AGM in April 2017. Our governing document states that those not elected at the AGM need to stand down. Nigel as not elected by the membership stood down.

Nigel was willing to stand for election as a Trustee. This was proposed by Lesley Bruce and seconded by Sue Dean.

#### (9) Proposed amendments to the CIO constitution and adoption.

Darren explained that when the BWGA originally applied to become a charity this was done on a paper form and that no electronic copy exists. In the last year we created an electronic copy and made a few changes to some areas to remove ambiguity. Additionally we brought the constitution in line with our safeguard policy to have a minimum age of 18 for Members and Trustees. The changes have been approved by the Trustees and been shared with members and supporters via email with the invite to the AGM. The changes were unanimously adopted by the members present.

#### (10) Any Other Business

1. Mary - Explained that the Association does need new Trustees to continue as in the not too distant future some of the original Trustees will be standing down and there will be vacancies. A document detailing the essential duties of a trustee was left for members to read during the coffee break following the meeting.

2. Mary - Events for 2018 – details have been published and help is always needed to setup and pack up. Daniela is now taking the lead on the events. It was asked that any offer of help was sent via the info email account.

3. Mary – The HLF wall build is likely to be starting from the 14 May 2018 onwards. Members were reminded to check their emails. We need people's evaluations of the activities funded by the HLF project. Evaluation sheets were available at the meeting and Mary said she would put a plastic wallet in the "refreshment shelter" where they could be left if not completed after the meeting. Daniela is helping to co-ordinate the evaluation feedback comments and sheets. The path from the Summerfields Leisure Centre grass to the garden will be completed after the wall is built.

4. Mary - Thanked the other Trustees for their support and assistance in relation to the HLF project.

5. Darren – Explained about the GDPR (General Data Protection Regulations) and how this affects the Association. We will be writing out to members and supporters to explain our privacy policy. Some people will need to resubscribe.

6. Christine – Thanked Mary for all her relentless efforts and determination in getting the path and wall building to happen.

7. Mary – Hastings Borough Council awarded us in Jan 2018 £26,877 towards the rebuild of the fallen wall that we are incredibly grateful for.

8. Nigel – Said a few words about how, as a born and bred resident, he is proud to be involved in the garden. He is the liaison person between the local authority and the Association.

The meeting concluded at 11.15am and refreshments followed.