

**Minutes of the 3rd Annual General Meeting of Milton Abbas Street Fair Trust
held on Wednesday 25th April 2018 at 7:30pm in Milton Abbas Reading Room**

Present: Tanzi Amor, Gerry Dale, David Duncombe-Anderson, Jo Bassett, Juliana Bridle, David French (Chair), Linda French, Jennifer Harrison, Nigel Hodder, Sue Hodder, Brian Isherwood, Pauline Ives, Tom Ives, Stephanie Joanknecht, Richard Lock, Michael McAvoy, Suzy Mercer, Ellie Payne, Trevor Payne, Freddy Robinson, Alan Whale, Susan Woodhouse, John Widdowson.

Apologies: Paul Amor, David Cocking, Jill Cocking, Jacqui Cooper, Sylvia Isherwood, Dave Morley, Bryan Phillips, Pamela Phillips, Dave Robinson.

AGENDA ITEM	NOTES	ACTION
1. Welcome	<p>David French welcomed everyone to the meeting and reminded them how lucky we are as a village to have the opportunity to raise such significant sums of money for our local organisations and good causes.</p> <p>David also took the opportunity to thank his fellow Trustees for their work over the past year as well as the Organising Committee in arranging the 2017 Street Fair – successful despite the atrocious weather.</p> <p>Apologies were noted as above.</p>	
2. Minutes of Last AGM	<p>These were agreed to be a record of the AGM held on 26th April 2017. The motion was proposed by David Duncombe-Anderson and seconded by Ellie Payne and carried unanimously.</p>	
3. Matters Arising	<p>There were none.</p>	
4. Re-appointment of Trustees	<p>Nigel Hodder took the Chair at this stage.</p> <p>The Constitution requires that one third (to the nearest whole number) of the Trustees retire and offer themselves for re-appointment. Of the seven existing Trustees, David French and Brian Isherwood retired and were happy to continue.</p> <p>Alan Whale proposed and Susan Woodhouse seconded the motion that both Trustees be re-appointed. The motion was carried unanimously.</p> <p>Additionally, nominations have been received to appoint Jennifer Harrison and Stephanie Joanknecht as new Trustees. Both have received the latest copies of the Trustees' Report and confirmed they have read the Constitution.</p> <p>Tanzi Amor proposed and John Widdowson seconded the motion that they both be appointed as Trustees. It was also carried unanimously. This will bring the number of elected Trustees to 9.</p>	
5. Conflicts of Interest	<p>Chair handed back to David French. There were no conflicts of interest reported by Trustees in relation to the Agenda of this meeting.</p>	
6. Trustees' Annual Report	<p>Nigel Hodder highlighted that the 2017 Street Fair had been visited by c. 5,000 people and that it generated a total surplus of c. £19,000 including Gift Aid claimed and still to be claimed in the next financial year. He asked for questions on the Report previously circulated with the Agenda and formal notice; there were none.</p>	

<p>7. Approval of Accounts and Appointment of Independent Examiner</p>	<p>Freddy Robinson provided a financial report for the year.</p> <p>It covers the period from 1st March 2017 to 28th February 2018 and provides some additional breakdown to the Financial Review incorporated in the Trustees' Annual Report.</p> <p>The Annual Trust Accounts opened with £345 in the Current Account and £12,022 in the Business Reserve totalling £12,367 and closed with £923 in the Current Account and £6,528 in the Business Reserve totalling £7,452.</p> <p>The 2017 Street Fair generated an income of a rounded figure of £32,500 with expenses of £18,500, keeping within the budget of £20,000. The introduction of online banking proved very beneficial with many transactions being completed this way.</p> <p>There was an increase in suppliers requiring upfront payments, (rather than payment after the Fair had taken place), so she had recommended that the start-up provision for the 2019 Street Fair be increased to £5,000 to help mitigate these. The Trustees agreed this provision and after adding back additional monies of £1,345 from Gift Aid (2015) they distributed grants and donations of £14,175.</p> <p>Gift Aid was applied for once again but due to the lower attendance numbers due to the poor weather the figure received was down at £1,933.24. After the £500 donation to the charity, Dorset and Somerset Air Ambulance, the remainder will once again be retained as a Contingency Fund to provide an additional reserve to meet potential unforeseen circumstances in the village.</p> <p>The costs of running the next Fair in 2019 will once again be capped at £20,000 but a full budget review is currently underway to try to reduce this figure if possible.</p> <p>At last year's AGM, the members agreed to the re-appointment of Jennifer Tempier as Independent Examiner and the Accounts were duly examined by her in early April 2018 with no disclosures. Approval was sought once again to re-appoint her for next year.</p> <p>The Trustee Report and Financial Accounts were accepted unanimously. The motion was proposed by Sue Hodder and seconded by Susan Woodhouse. Freddy Robinson proposed, and John Widdowson seconded a motion to re-appoint Jennifer Temper as Independent Examiner for a further year. Carried unanimously.</p>	
<p>8. AOB</p>	<p>Freddy Robinson gave a brief outline of the position regarding the 2019 Organising Committee.</p> <p>Vacancies exist as follows:</p> <p>Chair or Treasurer (Freddy is happy to take Chair if a Treasurer can be found). The Treasurer role could be split, if required, into a bookkeeping role for the work of the Organising Committee, in which case Freddy could retain the Trust elements.</p> <p>Car Parks Coordinator – this may be filled but not absolutely agreed as yet.</p> <p>Costumes – this involves selling or renting out costumes of which there is already a stock.</p> <p>David French noted how good it was to see a significant number of beneficiary representatives at this meeting.</p> <p>There being no other business the meeting closed at 7:48 p.m.</p>	