

**Minutes of the 2nd Annual General Meeting of Milton Abbas Street Fair Trust
held on Wednesday 26th April 2017 at 7:30pm in Milton Abbas Reading Room**

Present: Tanzi Amor, Gerry Dale, Unity Dale, David Duncombe-Anderson, David French (Chair), Nigel Hodder, Sue Hodder, Brian Isherwood, Michael McAvoy, Suzy Mercer, Dave Morley, Ellie Payne, Trevor Payne, Bryan Phillips, Pamela Phillips, Freddy Robinson, Richard Saunders, John Widdowson,

Apologies: Paul Amor, Sylvia Isherwood, John Kelsall, Paula Kelsall, Dave Robinson, Susan Woodhouse

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>Apologies were noted as above.</p> <p>David also took the opportunity to thank his fellow Trustees for their work over the past year.</p>	
2. Minutes of Last Meeting	<p>Nigel Hodder advised that an amendment to item 2 (Election of Trustees) was in order. The Constitution requires that Trustees “retire” at the 1st AGM not “resign”. They are then “elected” not “re-elected”. The wording of the minute now reads:</p> <p><i>“The 8 current Trustees all retired in line with the Constitution and offered themselves for election. There were no other nominations. In a block vote proposed by Bryan Phillips and seconded by Keith Gipp a substantial majority of Members agreed their election...”</i></p> <p>Bryan Phillips proposed and Dave Morley seconded agreement to the amendment and acceptance that the Minutes as amended were a true record. The motion was voted on by those who attended that meeting and was carried by a majority.</p>	
3. Matters Arising	<p>There were none.</p>	
4. Re-appointment of Trustees	<p>The Constitution requires that one third of the Trustees retire and offer themselves for re-appointment. Chris Skinner advised that due to his current work commitments he would resign as a Trustee and not be offering himself for re-appointment. Nigel Hodder and Susan Woodhouse retired and were happy to continue.</p> <p>David thanked Chris for his contribution to the Trustees during his period of office.</p> <p>Ellie Payne proposed and Gerry Dale seconded the motion that Nigel Hodder and Susan Woodhouse be re-appointed. The motion was carried unanimously.</p>	
5. Conflicts of Interest	<p>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 asked for questions on the Report previously circulated with the Agenda and formal notice; there were none. He noted that as it was a “non-Street Fair” year, it was a relatively short report covering the basic requirements of the Charity Commission. The Report was accepted unanimously in a motion proposed by Sue Hodder and seconded by Brian Isherwood.</p>	
7. Approval of Accounts and	<p>Freddy Robinson explained that two sets of accounts are produced – one specifically covering the two year period of a Street Fair plus an annual set of Accounts for the</p>	

<p>Appointment of Independent Examiner</p>	<p>Charity Commission covering the financial year being reported which is what she would be reporting on. The Accounts cover the period 1st March 2016 to 28th February 2017.</p> <p>The Current Account opened with a balance of £3,023 after uncleared entries; Income totalled £10,535 (Gift Aid 2015 Street Fair of £2,595, and additional income over the year totalling £7,940 mainly derived from Stallholder Bookings); Expenditure totalled £1,193; With transfers to the Business Reserve this gave a closing balance of £345.</p> <p>The Business Reserve Account opened with a balance of £0.84; Transfers were made from the Current Account to gain interest which amounted to £1.37, giving a closing balance of £12,022.</p> <p>This gives a combined total of £12,367.</p> <p>Bank statements and supporting documents were available for inspection.</p> <p>The use of Online Banking was introduced following agreement by the Trustees and this has already streamlined some transactions and will simplify many at the time of the Fair. Funds held in the Current Account were transferred to the Business Reserve to gain Interest but as the income was negligible and transfers required further reconciliation, the plan is to discontinue this action.</p> <p>The costs of running the 2017 Fair look set to increase but it is hoped to contain the budget to a maximum of £20,000 and to make a profit of at least £19,475 to enable the distribution to Beneficiaries of the provisional grants agreed by the Trustees in October 2016. Additionally a donation is planned for our nominated beneficiary, Dorset and Somerset Air Ambulance.</p> <p>David Duncombe-Anderson asked what "Professional Fees" covered; Freddy explained it was the Examiner's charge for 2016 accounts. He also asked why we needed insurance in a "non-Street Fair year". The only insurance purchased was Trustee Indemnity which John Widdowson explained was to cover the fact that you could never pre-judge the timing of any claim against the Trustees.</p> <p>The Accounts were approved unanimously and Jennifer Tempier was re-appointed as Independent Examiner following a proposal by David Duncombe-Anderson, seconded by Dave Morley.</p>	
<p>8. AOB</p>	<p>Brian Isherwood raised the ongoing issue of allocation of additional free entrance passes to households following the initial allocation of two passes to every property in the Parish of Milton Abbas.</p> <p>Last Street Fair in excess of 300 extra passes were issued and in some instances this resulted in quantities of 10 or more being issued to a single household.</p> <p>It was suggested that extra passes should be issued to residents only but this was considered to potentially alienate some villagers which was not the desired objective.</p> <p>It was agreed that the wording of the letter that is issued accompanying the initial allocation of passes should clearly state that "residents will be entitled to free passes" to make clear the intention. Dave Morley proposed and David Duncombe-Anderson seconded the form of words and the motion was carried unanimously.</p> <p>The Trust Secretary was asked to confirm the exact wording in writing to the Organising Committee Secretary prior to the letter being finalised.</p> <p>Bryan Phillips observed how disappointing it was that the number of beneficiaries represented at the AGM were so few. Pamela Phillips suggested that perhaps a way of overcoming this was to open the meeting up to all in the village rather than just Members. Nigel Hodder responded this could be possible if voting cards were issued to Members, but in any case there is sufficient notice provided in The Bulletin, other local publications and on the website giving those wishing to attend the opportunity to become a Member.</p> <p>David French closed the meeting by thanking the Organising Committee for their hard</p>	<p>NH</p>

	<p>work to date and wishing them a very successful Street Fair this coming July. He also thanked David Duncombe-Anderson for his financial contribution (one old pound coin) to the heating of the venue.</p>	
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