

THE WESTBURY ON TRYM SOCIETY
DRAFT MINUTES OF 2017 ANNUAL GENERAL MEETING
Westbury on Trym Village Hall
Monday 24 April 2017

1. Welcome

The Chairman opened the meeting by thanking everyone for attending.

2. Committee Members Present

Hilary Long/HL (Chairman), David Mayer/DM (Treasurer), Rosemary Evitts/RE (Membership Secretary), Alan Aburrow/AA (Community Plan Co-ordinator), Robert Murphy/RM (Committee Member), Jane Plummer/JP (WIB Co-ordinator)

3. Apologies for Absence

Peter and Margaret James, Alexia Gardener, Ted Young, George and Mrs Peszynski, Doreen Gardner, Mike Potter, Arthur Brice, Jill and Bob Kempshall, Janet Carroll, Chris and Ken Mewes, Janet Milward, Liz and Ron Cockitt

3. Minutes of 2016 AGM

1. **Errors/Omissions:** under Item 4, Roger Smith had been recorded as “past president”, whereas it should have been “past chairman”.
2. **Matters Arising:** None
3. **Proposal to accept the Minutes:** Proposed by Ceri Addis; seconded by Mike Blundell

4. Chairman’s Remarks

The Chairman highlighted several issues that were of concern to the Society, either directly or indirectly:

1. **Planning Issues:** an increasing number of “garden-grabbing” planning applications which seek to develop/over-develop the gardens of existing dwellings. This often involves tree works in advance of any planning applications, perhaps to circumvent funding the Council’s “Tree Replacement Policy”? Perhaps BCC’s Planning Policies are not robust enough?
2. **Parking Issues:** getting worse in Westbury, due to an increase in all-day commuter parking. Recently, the problem has been exacerbated by parking restrictions and Residents’ Parking Schemes being introduced in adjacent areas. Frustrating as it may seem for anyone writing in to comment on an application, unfortunately parking issues are not taken into account under planning regulations. By all means mention them but they will not count as a valid form of objection.
3. **Community Forums:** recent council budget cuts have resulted in withdrawal of support for the local Neighbourhood Partnership and its well-attended local Neighbourhood Forums. The Chairman emphasized two points in relation to future forums: firstly the Society’s committee does not have the manpower to organize future Forums or cope with the attendant paperwork that will ensue and in her personal opinion the Society should also maintain its independence to comment on any future plans or issues in Westbury. A wider Community Forum composed of other organisations as well, may be preferred. She will invite members and other organisations to review the matter at a separate meeting because time does not allow for a full discussion this evening. The final Meeting of Westbury’s Neighbourhood Forum, in its current format, will be at 7.00pm on Wednesday 10 May at Venue 35, when all possible options for future local neighbourhood involvement will be open for discussion.
4. **Westbury’s 1300 Year Celebration:** there will be numerous events organised this year to celebrate the establishment of Westbury 1300 years ago in 717. The Society will be seeking funding for a “Blue Plaque” to be mounted on the walls of Westbury College, to record the attendance there of William Canynge as a trainee priest. The Society is organizing both a lecture on Bristol in the Middle ages, including Westbury, by a Professor from UWE and a

Concert entitled "A Brief History of Christmas" as part of our contribution to the 1300th celebrations in the Autumn

5. **Plea for Help:** currently, the Society is struggling to support the needs of Westbury – including the 1300 Celebrations – as it has too few active Members willing to “lend a hand” by supporting the Society. Currently, the Society is in desperate need of both a Minutes Secretary for the Committee Meetings and a Meetings' Secretary. Hilary also announced that there would be volunteer sheets available during the refreshment interval for Members willing to help to “sign up”.

5. Approval of Annual Report

The Annual Report for 2016/17 had been included in the Society's Spring Newsletter to all Members and the Chairman asked if there were any questions arising from the Report. No questions were raised.

Acceptance of the Annual Report was proposed by Roger Smith and seconded by Gillian Joomun.

6. Treasurer's Report

A copy of the 2016/17 Treasurer's Report and Financial Statement is appended (Attachment 1). The Treasurer highlighted the fact that Registration as a Charity does impose certain conditions and obligations on the Society and hence the need for this formal part of the proceedings at our AGM.

In summary, during our financial year 2016/17, the society generated a small surplus of £1,482.62 after supporting all the activities listed in the Chairman's Report. This has added to our funds on deposit which now stand at £18,899.42.

No questions were raised about the Financial Statement but, with respect to the Accounts, the Chairman commented that the Society is short of cash funds as the flower fund is ring-fenced for that purpose and we need to raise some more monies for the general fund. DM confirmed that the majority of the balance was represented by the ring-fenced contingency fund held specifically for supporting Westbury in Bloom (WIB, £12,941.26) and that general funds (£5,958.16) were always low at the start of the Financial Year, whilst Annual Subscriptions had yet to be received.

Acceptance of the Annual Accounts was proposed by Bill Long; seconded by Mollie Jones and Stuart Browning.

7. Elections to Committee

HL asked if any Member wished to be co-opted to the Committee - there were no volunteers from the floor. HL went on to explain that JP had been co-opted to the Committee during the year, primarily to take on the task of organising WIB. This appointment needed to be ratified at the AGM, in order for JP to continue as an elected Committee Member.

HL Proposed and AA seconded the motion that Jane Plummer be elected to the Committee.

By a show of hands, it was agreed that the current Committee Members should all be re-elected en bloc to serve for another year.

HL continued with her thanks to the Committee Members and other Members who all put so much of their time and effort into supporting the Society.

Thanks were accorded to DM for his expertise and hard work in running “the treasury”, alongside his work as Chairman of the *Neighbourhood Partnership* and Chairman of *Save Stoke Lodge Parkland*. Chairmanship of the latter had been particularly onerous over the last couple of years.

HL thanked AA for, inter alia, managing the Society's website (www.westburyontrysociety.org.uk/) and for transforming it into a very useful tool for Members and visitors alike. The Society receives many enquiries via its website – particularly issues regarding planning and traffic.

HL thanked RM for his liaison role with the Friends of Canford Park, which is a recently-constituted sub-group under the Society's umbrella.

HL thanked JP for taking on the responsibility of organising all the flowers for Westbury and RE for her part in organising distribution/receipt of the WIB donation envelopes – as well as undertaking her role as Membership Secretary and also issuing any electronic communications to the Membership.

HL then went on to give her heart-felt thanks to all the other Members who supported the Society in one way or another. In particular, Jean Calway (catering at the VH), Roger Smith (practical back-up – notice board repairs etc), Bill Long (photography and long-suffering husband of the Chairman), Mike Potter (invaluable support to JP with WIB activities, although having to step back at present owing to illness), Graham Plummer (Chairman of VH Committee), Henry Deval (Past Chairman of the VH Committee) and the squad of helpers who deliver the Newsletter and the WIB collection envelopes.

8. Questions and AOB

Cllr Geoff Gollop advised those present that Councillors and WotSoc are not always aware of Planning Applications and, therefore, Member's vigilance is required when notices are posted on lampposts etc and local Councillors can always be contacted for advice on planning issues. Geoff also paid tribute to HL and the other Committee Members for their continued dedication and perseverance with dealing with a host of local issues.

Keith Yeandel asked if BCC will take any notice of issues raised at future Westbury Forums. Cllr Gollop responded by saying that it was to be hoped that the councillors would feed back any important local issues to Council Officers for resolution. In essence, the situation would revert back to where it was before the creation of Neighbourhood Partnerships and, therefore, local councillors would support any "Community Forums" going forward. DM added that BCC acknowledged the Forums were a useful platform for local discussions but their ultimate success had been suffocated by BCC's internal bureaucracy. Although a new format and support for local engagement has yet to be agreed, it would be transparent and help councillors engage with local residents and community groups.

On conclusion of the meeting, Councillor Geoff Gollop gave a vote of thanks to the Chairman and the Committee for their hard work in keeping the Society going.

The AGM closed at 7.40pm, followed by refreshments and a talk by Mike Manson entitled "Vice and Virtue: Old Market Through The Ages".

Signed, Chairman:

Date:

Westbury on Trym Society



Annual Financial Statements

Year ended 31st March 2017

Registered Charity number: - 265486

Registered address: - 68a Coombe Lane, Westbury on Trym, Bristol, BS9 2AY

Structure and Governance: -

The Society is a community voluntary organisation set up in 1972, with membership open to all who support the aims and objectives embodied in the organisation's Constitution, see web site: -

www.westburyontrysociety.org.uk The Constitution is the organisation's governing document and details the organisation's structure and decision making processes.

Trustees: - Hilary Long, Sue Boyd, Roger Jenkins and David Mayer.

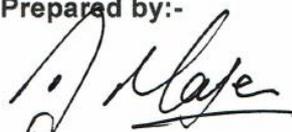
Management committee: -	Chairman and Planning	Hilary Long
	Honorary Treasurer	David Mayer
	Membership and Distribution	Rosemary Evitts
	Minutes Secretary	Janet Carroll (resigned Oct 2016)
	Community Plan Co-ordinator	Alan Aburrow
	Westbury in Bloom Committee Member	Jane Plummer (co-opted Feb 2017)
	Publicity	Robert Murphy
	Open evenings organiser	Vacant
		Vacant

Banks: -	Barclays Bank	NSI
	1 High Street	Glasgow
	Westbury on Trym	G58 1SB
	Bristol BS9 3DR	

Page 2 of this Statement provides a detailed schedule of Receipts and Payments showing a net trading surplus for the year of **£1,482.64**. [One thousand, four hundred and eighty two pounds & 64p]. Additionally, included on page 2 is the Balance Sheet reconciliation detailing total assets, held as cash on deposit, of **£18,899.42**. [Eighteen thousand, eight hundred and ninety nine pounds & 42p].

These accounts appear to have been prepared in accordance with good practice and appear to give a true presentation of the financial matters of the Society.

Prepared by:-

 18/04/17

David Mayer
Honorary Treasurer

Inspected by:-

 18/4/17

Bryan McKenna
Chartered Accountant

Westbury - on - Trym Society				
Accounts and Balance sheet 31.03.17				
		This year	Last year	
		ended	ended	variance
		31.03.17	31.03.16	
Receipts in 2016/17				
1	Membership subscriptions paid post 01.04.16	2,302.50	2,453.50	-151.00
2	Sundry donations	50.00	0.00	50.00
3	Flower fund	6,597.44	6,334.33	263.11
4	Open evening entrance fees	761.00	479.00	282.00
5	Open evening catering/refund	0.00	50.00	-50.00
6	Gift Aid refund	856.03	930.26	-74.23
8	DVD sales	75.00	0.00	75.00
9	Neighbourhood Partnership grants	0.00	0.00	0.00
10	Sundry Income (Donation & MBETc refund)	46.00	248.40	-202.40
11	Sub total to match Barclay Statement	10,687.97	10,495.49	192.48
12	NSI interest	28.79	35.67	-6.88
	Sub Total	10,716.76	10,531.16	185.60
Payments in 2016/17				
1	Room hire	262.00	142.00	120.00
2	Print - post - stationery	935.82	987.70	-51.88
3	Open evening costs	263.18	313.12	-49.94
4	AGM costs	454.25	109.23	345.02
5	Trees and planting	392.00	909.62	-517.62
6	Flower fund costs	5,707.98	4,798.88	909.10
7	Subscription costs	0.00	0.00	0.00
8	Equipment capital costs	73.85	189.10	-115.25
9	Special events (BCC Consultation)	23.00	566.65	-543.65
10	Advertising	50.00	95.95	-45.95
11	Sundry donations	350.00	500.00	-150.00
12	Insurance	664.85	635.85	29.00
13	Sundry costs (Web site fees / unauthorised D/D)	57.19	248.40	-191.21
	Sub total	9,234.12	9,496.50	-262.38
	Credit / Debit balance - surplus for the year	1,482.64	1,034.66	1,762.24
	Balance at the beginning of the year.	17,416.78	16,382.12	-1,461.57
	Balance at the end of the year	18,899.42	17,416.78	1,482.64
Bank account reconciliation				
Barclays Community Account				
	WotSoc Flower Fund internal balance	12,941.26	11,193.51	1,747.75
	remaining balance of WotSoc current account	1,137.86	1,431.76	-293.90
	Sub totals per Statement dated 31.03.17	14,079.12	12,625.27	1,453.85
	accruals (income)	0.00	0.00	0.00
	accruals (cost)	0.00	0.00	0.00
	Nett Barclays Community Account	14,079.12	12,625.27	1,453.85
	National Savings Investment Account	4,820.30	4,791.51	28.79
	Total funds on deposit	18,899.42	17,416.78	1,482.64