

# Green Martinstown AGM - Meeting Minutes

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**Date:** 26th April 2025

**Location:** The Manor House, Martinstown

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## 1. Welcome and Meeting Purpose

- Meeting chaired by an independent member to avoid conflicts of interest.
- Purpose: Elect officers, review and adopt constitution amendments, review finances.
- General discussions regarding projects and other activities deferred to post-meeting social gathering.

## 2. Attendance and Apologies

**Present:** Caroline McMeiken, Colin Tracy, David Milner, Michael Beesley, Lynn Beesley, Sue Shephard, Andy Daw, Nigel Tooth, Deborah Daw, Katie Wilkinson, Lilly Evans, Trilby Fairfax, John Tilsley, Di Tilsley, Charlotte Beare, Louisa Shephard, Jo Lacy-Smith. (17)

**Apologies:** Teresa Stewart-Sykes, Laura & Riou Baxter, Rollo & Frances Clifford, Martin & Lesley Usherwood

## 3. Annual Report and Financial Summary

- Annual Report and Accounts circulated prior to the meeting.
- Financial summary:
  - Income: Nearly £1,500, mainly from the supper evening and donations.
  - Expenditure: Costs included project expenses, hall hire, card reader, service charges.
  - Net loss: £244 for the year; third consecutive year of running at a loss.
  - Members' funds: Approx. £1600 cash at year-end.
- Clarifications:
  - Loss explained by higher starting balance at year start.
  - Emphasis on careful financial governance moving forward.
  - No expenses claimed by core group members; all voluntary contributions.
  - Accounts exempt from audit but will be scrutinised independently.

## 4. Constitution Amendments

- Overview of main changes:
  - Membership open to anyone over 10 years old living in or supporting the aims of Green

Martinstown.

- Increase in core group members to a maximum of 10.
- Removal of defunct groups (e.g., energy, food groups).
- Tightened financial controls: dual approval for payments, project budgets, completion reports.
- Clear provisions for asset distribution to charity upon dissolution.
- Adjustments to align with CIC Articles and Memorandum.

**Outcome:** Constitution unanimously adopted.

## 5. Election of Officers

- **Co-Chairs:** Colin Tracy and Trilby Fairfax proposed and seconded; elected.
- **Secretary:** Charlotte Beare considering role; no formal election yet.
- **Treasurer:** Caroline confirmed and elected.
- **Membership Secretary:** Deborah Daw confirmed and elected.

## 6. Election of Core Group Members

- Elected Core Group Members:
  - Andy Daw
  - Louisa Shephard
  - Emma Rees
- Jess Cheffey to be co-opted at the first core group meeting post-AGM.

## 7. Other Competent Business

- Guidance provided for core group to co-opt Jess.
- Appreciation expressed for the core group's hard work, especially in recent weeks.

## 8. Date of Next AGM

- Agreed to hold next AGM on 24th April 2026.

## 9. Announcements

- **Supper Evening:** Scheduled for 31st October 2025.
  - Speaker: Will Streatfield (sustainable farming).
  - Music: Performed by Trilby.
  - Meal: Two-course meal featuring wild venison; ticket price increased to £20.
- **Donations:** Requested for refreshments at the AGM to cover associated costs rather than from project funds.

**Meeting Closed:** 7:28 PM

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## **Actions**

### **Charlotte Beare**

- Discuss and potentially confirm acceptance of the Secretary role.

### **Core Group**

- Co-opt Jess into the core group at the next core group meeting.
- Plan and promote the supper evening fundraiser.
- Continue scrutiny and review of financial governance and fundraising strategies.

### **All Members**

- Support the supper evening event with ticket purchases and promotions.
- Provide donations towards event refreshments where possible.