

**Record of Proceedings of the 4th Annual General Meeting of Friends of Summers
Field held in Doynton Village Hall at 7.30pm on Wednesday 6th April 2016**

Present:	
<p>Directors, Company and Management Committee Members: James Hughes (Chair & Director of FOSF Ltd) Helen Barnes (Secretary) Rebecca Glass (Treasurer & Company Director of FOSF Ltd) Lee Whitbread (Director of FOSF Ltd)</p> <p>Management Committee Members: Wendy Scott</p>	<p>Members of the interest group: John & Jenny Bartram Peter & Carly Hart Barbara Kent</p> <p>Plus various members of the local community</p>
Apologies	
<p>Management Committee Members: Mike Blacker Joe Cook Andy Stew Corinda Wakefield-Wylde</p>	

Agenda item:

1. Management Committee Report

James presented slides summarising the report for the year ended 30 November 2015, the key points of which were:

- Maintenance work on 31 May 2015 to the fencing along the boundary with Dymocks wood following cattle getting into the field on one occasion,
- BBQ social and fundraising event held on 17 July 2015,
- The route of the Doynton Hard Half Marathon on 24 Jan 2016 through the field,
- General maintenance activities and mowing took place throughout the year.

James noted the Committee's plans for 2016 which included;

- Maintenance of the orchard, replacing a small number of trees that have died
- Further work to develop a wildflower meadow area,
- A working party to carry out maintenance work on 8 May,
- Inclusion of Summers Field in the Doynton Open Gardens event on 29 and 30 May
- A summer BBQ fundraiser to be held on Friday 1 July,
- Installation of an information board,
- Circulation of a newsletter for members of the interest group, and
- Application for a further small revenue grant from South Gloucestershire Council.

2. Report on the finances of the Charity

James presented the main points of the financial report for the year ended 30 November 2015 which were:

- Overall income increased from £1,502 to £1,531
- Donations income increased from £82 to £468, due to income from the fundraising BBQ held in July 2015,
- Membership subscriptions from the interest group decreased from £513 to £278 (including gift aid)
- Overall expenditure increased from £1,530 to £1,767, due to expenditure on several trees

- for the orchard and costs associated with holding the summer BBQ fundraiser.
- The cash balance saw a net decrease of £151 in the past year.

3. Receipt and approval of the Report and Financial Statements for the year ended 30/11/15

The Management Committee report was approved unanimously by the members present and it was resolved that it should be signed by James Hughes on behalf of the Management Committee. All the financial statements were approved unanimously by the members of Friends of Summers Field Limited and it was resolved that the Balance Sheet should be signed by James Hughes and Rebecca Glass on behalf of the Company

4. Appointment of Management Committee

At the date of the meeting there were nine members of the Management Committee. James noted that membership of the Management Committee was open to all members of the community, although no volunteers had presented themselves to join the committee. James noted that the Terms of Reference for the Management Committee provide for retirement by rotation every three years and two members of the committee were due for retirement; Mike Blacker and Helen Barnes. James confirmed that Mike has resigned from the Committee and Helen has presented herself for re-election.

5. Any Other Business

- Membership of FoSF interest group: James reminded those present that membership subscriptions for the current year were due at £10 per person and forms were available at the meeting. James also noted special thanks to Doynton Parish Council, Edwina & Clive Humby, Frances & Matthew Lindsey-Clark, Emersons Green Running Club and Pete Hart for their support.
- Local Green Space designation: James outlined the application that was made to South Gloucestershire Council on 18 Dec 2015 for Local Green Space Designation for Summers Field, including the orchard, wildflower meadow and allotment. James noted that application, if accepted, would form part of the Policies, Sites and Places Plan being prepared by South Gloucestershire Council. The informal consultation has been completed and appraisal of applications was underway by South Glos Council officers.
- Boundary maintenance: The collapsed dry stone wall near the footpath gate at the north boundary of the field was the subject of some discussion. A proposal to rebuild the dry stone wall was discussed but it was acknowledged that this would require expert assistance and could incur considerable cost. An idea of applying for support from British Trust for Conservation Volunteers (BTCV) was noted by the Committee. The possibility of planting hedging was raised as an alternative. The need to secure and improve the appearance of the boundary in time for the Doynton Open Gardens event was discussed as an immediate priority and it was agreed that the Committee would explore the possibility of installing post and rail fencing at the work party on 8 May.

[Signed electronically]



James Hughes