

**Record of Proceedings of the 5th Annual General Meeting of Friends of Summers
Field held in Doynton Village Hall at 7.30pm on Wednesday 6th April 2017**

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

Agenda item:

1. Report of the Management Committee

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

- Maintenance work on 31 May 2016 to install post and rail fencing at the site of the collapsed dry stone wall near the footpath gate at the north boundary of the field
- BBQ social event on 1 July 2016,
- Wine tasting fundraising event on X October 2016
- The route of the Doynton Hard Half Marathon through the field on 22 Jan 2017,
- General maintenance activities and mowing throughout the year,
- A successful application for a South Glos Council Member Award in Feb 2017.

James noted the Committee's plans for 2017 which included;

- Circulation of a newsletter for members of the interest group,
- Installation of signs to discourage dog fouling,
- Installation of an information sign, subject to fundraising in the Autumn
- Maintenance of the orchard and further work to develop a wildflower meadow area,
- A working party to carry out maintenance work on 6 May,
- A summer BBQ social event to celebrate 5 years of the field, to be held on 30 June,
- Application for a further South Glos Council Member Award.

2. Report on the finances of the Charity

James presented the main points of the financial report for the year ended 30 November 2016 which were:

- Overall income increased from £1,531 in 2015 to £1,552 in 2016
- Donations income increased from £529 in 2015 to £676 in 2016, due to income from the fundraising BBQ and wine tasting events,
- Membership subscriptions from the interest group decreased £278 in 2015 to £123 in 2016 (including gift aid)
- Overall expenditure decreased from £3,100 in 2015 to £3,022 in 2016, which included costs associated with holding fundraising events.

- The cash balance saw a net increase from £151 in 2015 to £337 in 2016.

3. Receipt and approval of the Report and Financial Statements for the year ended 30/11/16

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

- Resignations
- Retirements
- Appointments

At the date of the meeting there were eight 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 Joe Cook was due for retirement and had presented himself for re-election. James confirmed that Andy Stew had resigned from the Committee.

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, Bill & Wendy Scott, Lee Whitbread, 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 in Dec 2015 for Local Green Space Designation (LGS) 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 initial decision by South Glos Council not to award LGS status has been
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[Signed electronically]

A handwritten signature in black ink, appearing to read 'J. Hughes', with a stylized flourish at the end.

James Hughes