

Record of Proceedings of the 10th Annual General Meeting of Friends of Summers Field held in Doynton Village Hall at 7pm on Wednesday 21st March 2023

Present:	
<p>Directors, Company and Management Committee Members:</p> <p>Paul Drayton (Chair & Director of FOSF Ltd) Corrinda Wakefield-Wylde (Director of FOSF Ltd and Management Committee Member) Lee Whitbread (Director of FOSF Ltd and Management Committee Member) Jenny Bartram (Management Committee Member) Diana Ashman (Management Committee Member) Chris Sherman (Management Committee Member) Helen Barnes (Secretary & Management Committee Member)</p>	<p>Members of the interest group:</p> <p>John Bartram John Lever David Vaudry</p>
<p>Apologies: None received</p>	

<p>Agenda item:</p> <ul style="list-style-type: none"> <p>Report of the Management Committee</p> <p>Paul Drayton, Chair of the Management Committee, presented slides summarising the report for the year ended 30 November 2022. The key points were:</p> <ul style="list-style-type: none"> Friends of Summers Field has moved from being a registered charity to being a Charitable Incorporated Organisation (CIO), a new legal structure for non-profit organisations and charities. It continues to be registered with the Charity Commission. Thanks to the Management Committee members for their contributions and efforts in raising funds and maintaining the field in 2022. Thanks to community members who have supported fundraising and social events over the past year, including the Cream Tea in April, the Queen's Platinum Jubilee celebration in June and the Autumn Feast in October. Thanks too to those who helped with maintenance of the field, especially Pete Grey for topping the field. The annual cream tea fundraising event held in Summers Field on 24th April 2022 was well attended by members of the interest group and community. We created a 'bug house' with younger members of the community helping to build it The Management Committee held its second fruit harvesting and apple juicing in October. With apples from the orchard and others donated, 240 bottles of juice were produced which were sold to raise funds. Paul thanked those who helped to pick apples and to those who helped to store the apple juice, particularly Barbara Kent.

- An Autumn Feast fundraising event was held on 16th October 2022 at Doynton Village Hall. Paul thanked everyone who supported and attended the event and to Alistair Lawrence for DJing.
- A bench at the field was dedicated as a 'chat bench' with installation of a plaque, intended to encourage people to sit and chat.

Paul noted the Management Committee's plans for 2023 which include;

- Holding the annual Cream Tea fundraiser on Sunday 23rd April 202
- Potential activity for Doynton Village Fete on 10th June, details tbc
- Holding an Autumn Feast fundraiser on Saturday 14th October 2023
- Picking apples for juicing and to raise funds
- A door drop of membership forms
- Application for grants, as appropriate.

- **Report on the finances of the Charity**

Paul Drayton presented the main points of the financial report for the year ended 30 November 2022 which were:

- The committee aims to have funds in reserve for at least three years of running costs and Paul highlighted that the fundraising target had been met in the last year to meet that aim.
- Total funds increased from £1,902 in 2021 to £3,018 at 30th November 2022.
- Fundraising income was received, from the Cream Tea, Autumn Feast, memberships and other donations, of £1,748 and total expenses were incurred of £1,748, resulting in a £2,543 net income over the year.
- Expenditure for rent and insurance totalled £722 in 2022 (included in the expenditure listed above).
- Fees for banking and administration totalled £0 following the Management Committee's choice to move the bank account from CAF to Natwest following the introduction of charges levied to the charity by CAF.

- **Receipt and approval of the Report and Financial Statements for the year ended 30 November 2022**

The Management Committee report was approved unanimously by the members present and it was resolved that it should be signed by Paul Drayton on behalf of the Management Committee. 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 Paul Drayton and Lee Whitbread on behalf of the Company.

- **Appointment of Management Committee**

At the date of the AGM, there were seven members of the Management Committee. Membership of the Management Committee is open to all members of the community, although no volunteers had presented themselves to join the Committee prior to the meeting.

- **Appointments:** Paul presented himself again as Chair of the Management Committee and Director of FOSF Ltd, and Lee Whitbread and Corinda Wakefield-Wylde as Directors of FOSF Ltd. The members of the Management Committee present seconded all nominations. Paul welcomed Chris Sherman who joined the Management Committee in the past year.
- **Resignations:** In the past year, Lisa Williams resigned as Treasurer and Director of FoSF Ltd. Paul thanked Lisa for her contribution.
- **Retirements:** The Terms of Reference for the Management Committee provide for retirement by rotation. None of the current members of the committee were due to retire at the meeting.

- **Any Other Business**

- Corrinnda Wakefield-Wylde raised a question about the options and costs for pressing and bottling the apple juice from fruit harvested from the orchard, and potential costs. The Committee will make a decision in an upcoming meeting.
- The Management Committee discussed the need to book a day this spring for pruning and other maintenance of the orchard and Summers Field. The Committee will agree on a date in an upcoming meeting and will also explore the potential to sow wildflower seed this year and other initiatives to increase biodiversity.
- Membership of the interest group: Membership subscriptions for the current year continue to be by a donation of £10 per person and forms will be delivered to homes in the village.
- Paul Drayton thanked the Directors and Members of the Management Committee, and thanked everyone who has donated or given other support in the last year.
- Helen Barnes thanked Paul Drayton for his work as Chair of the Friends of Summers Field Management Committee and his contributions over the last year.

[Signed electronically]

Paul Drayton