

# Minutes of "Friends of Ware Priory" Annual General Meeting

24th March 2023 at 7.00pm, Hadsley Room, Ware Priory

**Present:** Mrs J. Parkin (Chairman), Mrs S. Hovell (Administration Officer) Mrs J Salter (Secretary), Mrs M Cox (Treasurer) Mr D Day; Cllr V Shaw; Cllr S Shaw; Mr M Salter; Cllr P Ballam; Mr T Philpott; Mrs C Woodward;

**Welcome:** Mrs Parkin opened by welcoming everyone to the first AGM since the sad passing of Her Majesty the Queen.

**1 Apologies received from:** Mrs R Chamberlain; Mrs B Hawes; Mr B Parkin; Mr R Baber; Mr & Mrs Kiernan; Mr & Mrs Sharples; Dr Black; Mrs E Day; Mr & Mrs Brothers; Mr & Mrs Wing; Mrs I Walker; Mrs K Sanders; Mr & Mrs McIntyre; Mrs S Jennings; Mrs G Anderson; Mrs A Ray; Rev Danso; Mrs K Belinis; Mr & Mrs Perry

**2. Minutes of Annual General Meeting** held on 17th March 2022 were received and agreed to be a correct record.

Proposed by Mrs Ballam seconded by Mrs S Hovell

Agreed

The Minutes will be signed by the Chairman as a true record.

**3. Matters Arising** – There were no Matters Arising

**4. Chairman's Report for 2022/23** – See Website for separate item.

**5. Treasurers Report & Audited Statement of accounts** – A copy of the accounts for the year ended 31<sup>st</sup> December 2022 had been circulated with the Agenda Papers. Mrs Cox referred to the circulated income and expenditure Account which had been examined by Mrs Sarah Edwards, Independent Examiner. This showed The Friend's bank balances to be healthy with a total of £2,629.66. It has been a busy year returning to "Business as Usual" after Covid with opportunities to raise funds with the Ware Festival and Social events.

It was agreed that the Treasurer's Report and Audited Statement of accounts for the period ended 31 December 2022 be received and approved.

Proposed by Mrs J Salter and seconded by Mrs S Hovell.

Agreed.

Chairman thanked Mrs Cox for her report.

**6. To agree Subscriptions for 2024.**

The Chairman reported that the committee is proposing that the present subscription of £5.00 per person remain at £5.00 for 2024.

Proposed by Mrs V Shaw and seconded by Mr D Day.

Agreed.

**7. To agree change to Constitution**

It was agreed to change Para 4 from:

*"The Association shall have a committee consisting of 10 members ....."*

To:

*Proposed wording: "The Association shall have a committee consisting of up to 10 members ....."*

Amended Constitution attached.

Proposed by Mrs J Salter and seconded by Mrs S Hovell

Agreed

## 8. Election of Committee Members

Chairman reported that Ron Baber was standing down after a number of years on the Committee, although he has kindly agreed to continue with the Website and monitoring the Swift boxes. On behalf of the Committee Janet thanked Ron for his contribution to Friends over the years.

The Chairman announced that the other existing committee members - Mrs J Parkin; Mrs S Hovell; Mrs M Cox; Mr D Day; Mrs R Chamberlain; Mr J Wing; Mrs J Salter. All are happy to be re-elected. Mrs C Woodward has expressed an interest in joining the Committee. It was suggested the Committee be re-elected en bloc.

Proposed by Mrs J Parkin and seconded by Mr M Salter Agreed

Chairman was pleased to report that Mrs Chris Woodward was willing to join the Committee.

Proposed by Mr D Day and seconded by Mr M Salter Agreed

Noted that there are presently up to 2 vacancies on the Committee as the Constitution allows for up to 10 Committee members.

The Chairman asked that if there were any members who would like to join the Committee, please let a member of the current Committee know.

## 9. Election of Auditor for 2023 Accounts

Chairman said that Mrs. Sarah J Edwards was willing to serve as auditor again for the year and we are very pleased that she is willing to continue.

Proposed by Mrs M Cox and seconded by Mr M Salter. Agreed

## 10. Any other business –

- a) **Ware's the Community:** This event, held at the Southern Maltings, was designed to promote Ware based Organisations and Charities. FOWP had a stall which was manned by a number of Friends over the day. It was a useful networking opportunity which would consider attending again. But, would definitely need more help on the day.
- b) **Stall for Ware Festival:** Reminder that the Festival day will be 1<sup>st</sup> July 2023. Volunteers for the stall and/or items for sale such as plants; cards etc. would be very welcome.
- c) Mrs J Salter thanked Mrs J Parkin for all her hard work and commitment as the Chairman of the FOWP's Committee

Meeting closed 7.25pm