

BARN OUTDOOR PURSUITS ASSOCIATION

Minutes of the Annual General Meeting held on 9th July 2012

PRESENT: J. Williams S. Drinkwater
M. Grindey C. Sedgley
A. Timmins E. Drinkwater
M. Taylor

In Attendance: J. Gromadzki L. Hill

1. APOLOGIES:

L. Evans S. Brooks
A. Taylor T. Bayliss
J. Abrahams J. Hardware
L. Onions S. Slater
T. Williams K. Rutter

ACTION

2. MINUTES OF THE PREVIOUS MEETING:

The Minutes were approved as a true record of the meeting held on 5th October 2011

Proposed: Amy Timmins
Seconded: Mick Grindey

Matters Arising:

Due to pressure of work James reported that the Membership fee charging programme has not yet been completed. He is working on upgrading the booking procedure and plans to incorporate the annual membership reminder within this programme. **JW**

All agreed that it would be ideal to begin the Membership fee charge from 1st January 2013. If the electronic programme is not completed by then it will go ahead with manual administration. Shirley offered to act as Membership Secretary and carry out this task if required. **SD**

3. Trustees Report:

The Report, covering the Financial Year to 31st March 2012 had been previously circulated and was illustrated with summary slides

James was concerned to report that bookings and utilisation of the Centre were slightly down on the previous year, for the second year running. However the advance bookings for 2013 are looking healthy. It was encouraging to note that 57% of bookings were taken by youth groups. Twelve new members have signed up during the year.

Despite a large maintenance expenditure a £740 surplus for the year has been achieved. Due to the unexpected renovation work that was required to the ablution block the budget allowed for maintenance has been greatly exceeded. Heating costs also exceeded the budget. Amy and Alan will be working together to keep a weekly log of power use and Amy is seeking a more favourable supplier.

AT

A new budget for 2013 has been prepared and copies were circulated.

James recommended that Marketing be expanded during the forthcoming year. The new leaflets will be available soon. Members have been contacted via e.mail to promote winter discounts. More local advertising is planned along with national marketing. Usage of the Web Site continues to be good.

Plans are in place to replace equipment and carry out further maintenance work when funds allow.

Our thanks to John Hammond for building work carried out and Mark Colbatch for Portable Appliance Testing and Mansell Thomas for assistance with the planning authorities.

4. Audited Accounts:

James thanked Jan Gromadzki for his hard work on behalf of the association. The Annual Accounts were circulated. Jan praised the Trustees for their good control of the budget. It had been right to increase the centre charges last year as this had enabled the small surplus to be achieved. Jan also advised that £20,000 could be spent on capital projects in the following year without jeopardising the operating reserves.

The Accounts are to be accepted:

Proposed: Eric Drinkwater

Seconded: James Williams

Carried unanimously.

Mick will now submit the accounts to the charities Commission.

MG

5. Election of Officers:

It is noted that Louise Evans has resigned as a trustee due to other commitments but will continue to support the Association. James also offered his resignation as Chair but would be happy to serve as Publicity Officer. This was agreed and accepted unanimously. Eric agreed to serve as Chair and this was agreed and accepted unanimously.

James proposed that as all the other Trustees were willing to continue in post that they should reinstate en-block, this was agreed.

Officers for 2012 – 2013

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|--|--------------------|
| Chair: | Eric Drinkwater |
| Vice Chair: | Mick Grindey |
| Treasurer: | Jan Hardware |
| Secretary: | Moira Taylor |
| Health & Safety and Sponsorship Officer: | Eric Drinkwater |
| Local Promotions Officer: | Shirley Drinkwater |
| Publicity Officer: | James Williams |
| Internal Auditor: | Terry Bayliss |
| Procurement Officer: | Amy Timmins |

Eric reported that John Hammond had expressed an interest in joining the Officers' Committee and it was agreed that Eric invite him to the next ordinary meeting.

ED

6. Confirmation of Nominated Trustees:

The Officers were confirmed as Trustees of the Association

7. Appointment of Independent Accountant:

It was agreed to retain the services of J. Gromadzki

Proposed James Williams
Seconded: Mick Grindey

Carried unanimously

8. Any Other Business

- ◀ Amy reported a concern about the cost of the service agreement for the Centre's boiler and will check out an

alternative supplier and will also look at the costs of replacing the central heating boiler. All agreed that Alan be asked to contact Hopal Ltd., and arrange for them to carry out the annual service as soon as possible. Amy will report back on her findings at the next meeting. **AT**

9. Date of the Next Meeting

Monday 8th July 2013, Venue to be arranged.