

Minutes of Special General Meeting

of

The Walsham le Willows Community Council (charity number 278321)

and

Memorial Hall Walsham le Willows (charity number 304950)

Held at The Priory Room, Walsham le Willows at 7.30pm on Monday 28th October 2019

Background

This meeting was called in respect of both of the above village organisations by the members with formal public notice being issued on 2nd October 2019 (copy attached).

Ninety-two (92) members of the community were present as recorded on the attached register of attendance.

The meeting was independently chaired by Clive Wadham-Smith, a qualified solicitor for 40 years who has lived in the village for the past 30 years.

Introduction

Clive opened the meeting by giving everyone a brief overview of both the background history and legal status of both of the above village organisations. He then explained that the primary reason for holding the meeting was to rectify the fact that an Annual General meeting had not been held by the 30th June 2019 as was legally required under the terms of the two charities' constitution and trust deed the relevant extracts of which he read out.

Questions were then invited from the members of the public in attendance and these were then answered by Clive based on the factual information that he had previously established.

Resolutions

The following resolutions were then considered;

1. To discuss and if felt appropriate to pass the following resolution **“That this meeting shall be deemed to be properly called and thus able to transact business”**. This resolution was proposed by David Daniels, seconded by Stephanie Folkard and then passed by a majority show of hands with just one vote against and one abstention.

Following on from this a second resolution was then considered;

2. To discuss and if felt appropriate to pass the following resolution **“That this meeting be deemed to be the Annual General Meeting for this year”**. This resolution was proposed by

Shirley White, seconded by Robin Newell and then passed by a majority show of hands with just one vote against and three abstentions.

Annual General Meeting

At this point the meeting evolved into the 2019 Annual General Meeting for the above village organisations, the agenda for which was as follows:

1. Those present

1.1. Ninety-two members of community were present as recorded on the attached register of attendance.

2. Apologies

2.1. None.

3. Approval of minutes of Annual General Meeting held on 14.06.2018

3.1. Copies of these minutes were shared with those present. Approval was proposed by Richard Belson, seconded by Maggie Barber and then passed by a majority show of hands with two abstentions.

4. Approval of minutes of Special General Meeting held on 06.12.2018

4.1. Copies of these minutes were shared with those present. Approval was proposed by Sarah Cousins, seconded by Shirley White and then passed by a majority show of hands with three abstentions.

5. Matters Arising

5.1. None.

6. Chairman's Report

6.1. No Chairman's report was submitted for consideration

7. Treasurer's Report and approval of Financial Accounts for the year ended 31.12.2018

7.1. Copies of the independently examined financial accounts for both charities for the 12 months ended 31.12.2018 were shared with those present. Approval was proposed by Ian Campbell, seconded by Amanda Ellis and then passed by a majority show of hands with one abstention.

7.2. No Treasurer's report was submitted for consideration

8. Election of Honorary Officers, namely; Chair, Vice Chair, Treasurer and Secretary

8.1. Prior to the meeting the following nominations had been received;

8.1.1. **Chair – Amanda Ellis** was nominated by Ian Bartholomew and seconded by Ian Campbell.

- 8.1.2. **Vice Chair – Ian Campbell** was nominated by Caroline Niall and seconded by David Murray.
- 8.1.3. **Treasurer – Caroline Niall** was nominated by Cheryl Bartholomew and seconded by Amanda Ellis.
- 8.1.4. **Secretary – Ian Bartholomew** was nominated by Amanda Ellis and seconded by Maggie Barber.
- 8.1.5. As these positions were uncontested formal approval of all four appointments was confirmed by a unanimous show of hands.

At this point in the meeting Amanda Ellis took over the Chair from Clive Wadham-Smith.

9. Acceptance of Representatives from four Statutory Organisations; Sports Club, Parochial Church Council, Women’s Institute and Parish Council

- 9.1. Formal requests for the names of their representatives had been sent to all four statutory organisations in advance of the meeting to which three replies had been received;
 - 9.1.1. Sports Club – Shirley White
 - 9.1.2. Parochial Church Council – Jean Neilsen
 - 9.1.3. Parish Council – Trevor Roberts
 - 9.1.4. The Women’s Institute representative remains to be advised.

10. Election of other Executive Committee Members

- 10.1. An open invitation was issued to all those present to join the Executive Committee and the following nominations were received;
 - 10.1.1. **David Murray** was nominated by Jill Scarfe, seconded by Jenny Blackburn and appointed by a unanimous show of hands.
 - 10.1.2. **Cheryl Bartholomew** was nominated by Trevor Roberts, seconded by Caroline Niall and appointed by a unanimous show of hands.

11. Public Open Forum

- 11.1. John Ward proposed a vote of thanks to all the former Executive Committee members for all the work that they had done which was endorsed unanimously.

The meeting closed at 8:18pm

Certified as a true copy

Ian Bartholomew

Honorary Secretary