

**MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 14<sup>th</sup> SEPTEMBER 2018****Present (Committee)**

Sue Halford (Chair)  
Brian Baker (Secretary)  
Ian Brand  
Lynda Sears  
Peter Tilley

**Present (Members)**

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**1. Welcome**

The Chairman, Sue Halford, welcomed everyone to the AGM.

**2. Apologies for absence**

Joan Gillingham (Treasurer) and Alfred Lott.

**3. Minutes of the previous AGM**

The minutes were approved: Proposed – Jinny Harvey, Seconded – Jim Malynn.

**4. Chairman's Report**

Sue Halford provided an overview of the Club's activities during the last year.

Sue thanked the Committee Members for volunteering their services throughout the year and the members for attending the courses and the AGM.

**5. Treasurer's Report**

Brian Baker provided a copy of the Audited Statement of Accounts for Year Ending 31 July 2018 on behalf of Joan Gillingham (Treasurer). (Copy not loaded to Website).

The Accounts were approved: Proposed – Kurt Francis, Seconded – Joyce O'Donovan.

**6. Membership and Course Fees**

It was agreed that the Club would introduce a new annual membership fee, as follows:

- (i) annual membership fee of £5, payable at the AGM or as soon as possible thereafter
- (ii) where the annual membership is paid during the year it would remain valid only up until the end of the year (31 July)
- (iii) hold course fees at £5 per session
- (iv) not charge members for attending the clinics but charge £5 for non-members (who would then become members)
- (v) not charge members for the first home visit but accept donations for subsequent home visits
- (vi) do away with donations unless members feel exceptional assistance has been provided
- (vii) not charge at Open Days and the AGM
- (viii) not charge members for attending 'Free' sessions but charge £5 for non-members (who would then become members).

Proposed – Joan Chapman, Seconded – Sheila Morley.

**7. Committee**

Ruth Blood volunteered for the new position of Membership Secretary and was duly elected.  
Proposed – Sue Halford, Seconded – Jinny Harvey.

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Sue Halford said she would like to stand down as Chairman so she could concentrate on preparing for courses. Ian Brand volunteered to take over the position and was duly elected.  
Proposed – Wendy Winright, Seconded – Ellen Delaney.

The following members of the committee said they were willing to stand for re-election:

Secretary: Brian Baker

Proposed – Jinny Harvey, Seconded – Jim Malynn.

Treasurer: Joan Gillingham

Proposed – Ellen Delaney, Seconded – Ruth Blood.

Members: Sue Halford, Lynda Sears, Peter Tilley and Alfred Lott.

Proposed – Sheila Morley, Seconded – Joan Chapman.

## 8. Dates and Courses for 2018/2019

Dates for 2018/2019 were announced as follows:

### (a) Autumn Term 2018

AGM - Friday 14 September 2018

Friday 21 September - Friday 30 November 2018 (11 weeks)

Christmas Party – Friday 7 December 2018

### (b) Spring Term 2019

Open Day - Friday 11 January 2019

Friday 18 January - Friday 5 April 2019 (12 weeks)

It was noted that due to the late Easter (Friday 19 April - Monday 22 April 2019) an extra 'Open Day' has been added on Friday 11 January 2019 and that the term runs for 12 weeks.

### (c) Summer Term 2019

Open Day - Friday 26 April 2019

Friday 3 May - Friday 5 July 2019 (10 weeks)

### (d) Drop-in Clinics

First Wednesday afternoon of each month, except August.

Note: Others could be added as necessary.

The clinics will be held in the Little Bookham Village Hall between 14:30 and 16:30.

Sheets for each of the proposed courses, as well as for suggesting additional courses, were provided at the end of the meeting for members to register their interest.

## 9. Any Other Business

On behalf of members Sheila Morley proposed a vote of thanks to the committee for the hard work they have carried out during the year.

## 10. Date of Next AGM

To be agreed (probably Friday 13 September 2019).

**Brian Baker (Secretary)**

27 September 2018