Ham United Group CIC -your local community group-care about where you live

 *incorporating Petersham*

**Annual General Meeting of the Ham United Group to be held at the**

**Ham Library Community Room, Ashburnham Road, Ham**

**at 7.30pm on Thursday, 28th November 2019**

**Welcome & Apologies**

Chair opened the meeting and welcomed attendees including those attending for the first time.. List of Attendees is available on request.

Apologies received from Briony Rowland, Andres Muniz Piniella, Justine Glynn

**Approval of the Minutes of the 2018 AGM**

All read and can we taken as correct/true reflection. APPROVED

**Chair’s Report for 2019**

**See attached**

Q: What do we do to get the extra mark in Britain in Bloom? A: Not so much the extra mark, but that the horticultural score is not so high as competition. Richmond Council support is poor. It appears the enthusiasm from LBRuT has dwindled, they pulled out of London in Bloom this year. It is a shame that the work by volunteers for **In Bloom** put in is not supported.

**Report by the Treasurer & approval of the accounts for the year ending 30.4.19**

***Treasurer’s accounts were distributed prior to the meeting***.

The comparative performance is an increase in funding and expenditure. £3170 deficit. Our funds are diminishing. Main income comes from MakerLabs (ML) donations: £403 by Richmond Scientific Society: FoHL by LBP £500. Redistribution of the 10% agreed previously, that has helped to reduce the £361 deficit that HUG Admin had.

Q: Donations - are they for specific projects? A: Green Screen & Meditation have both raised income from their activities.

MakerLabs raised £703 in member donations. Directors agreed last week that donations would be banked. Accounting will start fresh for this financial year April 19-April 20. *Legal point* - any monies collected in the name of HUG must be declared. This avoids any bad marks against the Committee & is for transparency of their activities. Reporting should be ‘as and when’ the money comes in i.e. per session along with Income & expenditure for each activity.

Q: about the address. Chair wrote to the ‘other Little House’ to say thanks. Companies House (CH) was advised of the postal error and to day no further response received from CH. The Treasurer will check weekly once submitted to ensure our Accounts have received and logged.

The previous financial years’ accounts were rejected accounts because of we used an ‘ &’ (ampersand) instead of ‘and’. We included the ‘abbreviated’ word which we should not have had - it is now taken out

The Report was ***ACCEPTED*** unanimously for submission.

**CIC Report for the year ending 30.4.19**

***The Report was circulated prior to the meeting***

The Report is in the CH format and similar to previous years so should not be rejected.

It was unanimously ***APPROVED*** for submission.

**Membership drive & communications**

* A goal is to change the way we communicate with Members. The new Newsletter was well received. Thanks to SWLEN’s help with the Newsletter. Sufiyo, Daija and Chris liaised re composition and sending out.
* Chair thanked all 3 for their work. Presently, 187 members with 5 more this evening. MakerLabs are very proactive at signing up members. It was suggested other groups could do the same at their activities.
* Q: Is the Newsletter GDPR compliant & are our activities covered under the Insurance?
* A: Yes GDPR compliant. Insurance is always discussed with the Insurers regarding our activities and the number of volunteer hours. We are members of TCV and therefore use their insurers who are specialist in the volunteer sector.
* Q: What risks do we have? A: Covered for Public Liability £5m. It was suggested we make a note of who we speak to at the Insurers for reference, just in case any questions if we have a claim.
* A discussion ensued re the ML’s equipment and use. It was agreed to move this discussion to the next meeting.
* Our communications to the various groups has changed to reflect the role of HUG as an ‘umbrella organisation’ to state “supported by HUG”.
* Fundraising is something to focus on next year. HUG will be attending HAm Parade Market in March to promote ourselves and will receive the funds raided from their raffle.
* Discussion about financials. Green Screens; MakerLabs and Meditation are presently our mains fundraisers. FoHL had 6 walks this last year and attendees asked about making donations. It was suggested Website opportunity to donate - agreed to see how it goes. We will explore if any costs applicable.

**Future structure of HUG & pattern of 2020 meetings**

* Threw open to the attendees to discuss. Meetings calendar for this year Jan, March, May July event Sep was proposed as the pattern worked well this year.
* Member groups discuss amongst themselves - fewer meetings = more attendees at main HUG meetings.
* Q: Is HUG an umbrella group so do we have open meetings? A: Open invitation at events is to all. Our aim is to encourage ideas to be brought to HUG and then benefit from bank account, structure & Insurance. The ideas need to be proposed then researched by those involved.
* An attendee (retired GP) thought HUG should be renamed to “Ham Uniting Group”. Strategic approach needed to involve groups - link up with GPs. Social Subscribing. Bring the community together. Perhaps all groups come together once a year to discuss. Social subscribing was discussed and how do we link up/get people involved in our projects. It was agreed that he would put together a talk/paper to be presented in 2020.
* Volunteering was all about with even an hour of spare time. HUG is a welcoming and nurturing community open to all to ‘dip in an out of’.
* H&P is quite remarkable for the interconnections. Discussion ensued.

**Election of Directors & Officers**

Our Constitution meant 4 Directors needed to step down, but they were willing to stand again.

Only Members are entitled to vote.

Unanimous **ACCEPTANCE** of Directors: Chris, Penny, Andres, Justine, David, Paul, Ian, Jill, Sufiyo, Jean, Pepe, Daija

Officers:

**Chair** - Sufiyo nominated and Proposed by Jill.

Treasurer - Pepe; Membership - Chris - Membership; Minutes -Jean; Website & communications - Deija: Jill - vice Chair

Chair also asked if a vice /trainee Treasurer

**AOB**

* Chair mooted that she would like to have a ‘Shape’ for the coming year - put markers for each meeting as these had proved popular.
* Chair would like some vision planning and would like to put something together and present. *Together we make one clever person*. She reflected that Ham Fair was good this year. Focus on how we want to present ourselves. January meeting will be a brain storming event.
* Village Sign – It was mentioned that HAG had submitted a Planning Application for a Village Sign to go in the gate House Garden (which they own). Please look at the Application and add your support/comments.

<http://www2.richmond.gov.uk/PlanData2/Planning_CaseNo.aspx?strCASENO=19/3638/ADV>

* Discussions regarding the yearly outings of HUG. One idea was that in July we have a road trip to visit a new housing project given Ham Close potential : BedZed was suggested.
* Address of Little House is not on list of postcodes in LBRuT . Propose we pay that fee as we have a lease and using it. It was agreed to ask RHP regarding the fee as they own the property.

Thank you to Jill for her Chair skills. Thank you electing me

Seasons greeting.

**Next meeting** – it was agreed Thursday is the preferred meeting day.

The Chair will confirm a date towards end of January. Chair to check room availability with the Library.

**Abbreviations**:

CH Companies House

FoHL Friends of Ham Lands

HAG Ham Amenities Group

HUG Ham United Group

LBRuT Richmond Council

ML MakerLabs

SWLEN South West London Environment Network

TCV Trust of Conservation Volunteers