

SAFFRON WALDEN INITIATIVE LIMITED
A Company Limited by Guarantee. Registered Number 03340325

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE COMPANY
HELD BY POST AND EMAIL ON 23 NOVEMBER 2025**

The following Members took part by either post or email:

Paul Bartlett, Beverly Bernhardt, Annette Chapman, Brandon Chapman, Michael Chappell, Lorraine Chitson, Luis Consejo, C.P. Crawshay, Dominic Davey, Malcolm Domb, Paul Fairhurst, Pat Gregory, Patrick Hawke-Smith, Anne Hughes, Richard Hughes, Raymond Jones, Chris Knight, Jane Knight, Vivien Kroon, Barbara Leckenby, Jez Leckenby, Otilie Lefever, Niall Martin, Nina Martin, Pamela Mugliston, Gillian Mulley, Sheila Nightingale, Inger O'Meara, Kevin O'Meara, David Pearl, Sarah Penn, Jacqui Portway, John Ready, Libby Richards, Peter Riding, Ronald Rip, Rosemary Roberts, Judith Rowland, Sally Sandys-Renton, Donna Sharp, Noel Starr, Mark Starte, Joanne Stone, Tim Stone, Sue Ullstein, Clive Walker, Ailsa Welch, David Welch, Caroline Westnedge, John Westnedge, Lucinda Whife, Barbara Wilcox, Geoff Woollerson, Yvonne Woollerson

Jacqui Portway was in the Chair

1. Minutes of the Annual General Meeting held on 31 October 2024

On the proposal of Peter Riding and seconded by Jacqui Portway it was agreed:

That the Minutes of the Annual General Meeting of the Company held on 31 October 2024 were a correct record and approved for signature by the Chairman.

2. Matters arising from the Minutes

There were no matters arising

3. Chair's Report

The Directors have been Paul Fairhurst, Chris Knight, Jacqui Portway, John Ready, Peter Riding and Richard Southgate. Richard has been the Treasurer with Peter Riding the Company Secretary and Membership Secretary.

Saffron Walden Initiative is registered as a Company Limited by Guarantee which means that we are a Company with no shares and so can be regarded as a **non-profit making organization**. The Board is elected by the Members. There are currently **158** registered Members.

The events for **Members only** which took place in the last 12 months were a visit to Audley End Miniature Railway; a Taster Session at Newport Croquet Club; and a Community Picnic on the Common. **For the wider community** the Initiative has continued to celebrate the legacy of William Winstanley, a local man who saved Xmas in the 17th Century after parliament had cancelled it. William was all about charity and helped everyone. In the past 12 months we organised the Winstanley Christmas Shop and Business Windows Competition and the Winstanley Christmas Late Night Shopping. We think that these will have helped to raise the profile of the town and so support the local economy over time.

The 7th **Winstanley Christmas Shop & Business Windows Competition** was organised by Jacqui Portway. St Elizabeth's in King Street was awarded the Town Trophy and winner's certificate. The excellent glass painting was made by Holly Howard, a volunteer at St Elizabeth's. Chocolatier in Hill Street took second place and Frank Riccio Hairdressing in Market Row was third. Jiminy Snippets in Market Hill and the Tourist Information Centre in Market Place were highly commended.

The 21st **Winstanley Christmas Late Night Shopping** event, organised by Jacqui Portway and assisted by Andrew Green, Jayden Green, Sue Hayden, Lee Dorrington and Anna Percival was a success. Charity and business stalls looked very festive and musicians entertained from 4.15pm to 9.00pm. Father Christmas and his Elf gifted 250 lucky children. The event raised £2,968 for the Faircroft House Young Carers Holiday Fund.

On August Bank Holiday Saturday 2025 the Initiative ran a successful 22nd **Dance in the Square** organised by Jacqui Portway supported by Dominic Davey, Sue Hayden, Tim Atkinson, Andrew Green and a record number of Initiative member volunteers. The free event featured the Miss Disco band

supported by singer Marc Salmon and was only made possible thanks to the support from the Town Council, Saffron Walden Market Traders, District Council and the fantastic business sponsors Bentens, Care UK, CHAPS Barber Shop, Contamac, Frank Riccio Hairdressing, Identity Creative, Mart's Arts Photography, Peasgood & Skeates, Saffron Apparel, Saffron Building Society, Saffron Walden Round Table, SP Taxi, Stansted Airport Passenger Community Fund, Walden Capital and WeCare Angels.

During the last year the Initiative, working with Uttlesford District Council, has made sure that the **Mini-Maze** at Swan Meadow has been regularly weeded and tidied up. Damage to the fencing caused by vandals was rectified.

The Initiative has continued to supply the Tourist Information Centre with free **Town Trail Leaflets** which are handed out to visitors to the town. Over 100,000 free leaflets have been donated by the Initiative since 2007.

In these difficult and challenging times, the SW Initiative flourishes. Thank you very much for the support of the Directors and Members. Let's see what we can achieve next.

Jacqui Portway and Peter Riding
November 2025

4. Financial Statements and Directors' and Accountants' Reports for the year ended 31 March 2025

The meeting received and considered the Financial Statements for the year ended 31 March 2025 and the Directors' and Accountants' reports on those Statements.

On the proposal of Richard Southgate and seconded by Peter Riding it was resolved:

That the Financial Statements for the year ended 31 March 2025 and the Directors' and Accountants' reports thereon be adopted and approved.

5. Election of Directors

The following Members offered themselves as candidates for election as Directors:

Paul Bartlett, Paul Fairhurst, Chris Knight, Jacqui Portway and Peter Riding

On the proposal of Lucinda Whife and seconded by Dominic Davey it was agreed:

That the appointment of the candidates for election be decided by a single resolution and that Paul Bartlett, Paul Fairhurst, Chris Knight, Jacqui Portway and Peter Riding be elected Directors of the Company to hold office until the next Annual General Meeting.

6. Appointment of Accountants

On the proposal of Chris Knight and seconded by Peter Riding it was agreed:

That MRT Accountants Limited of Market Walk, Saffron Walden be appointed accountants of the Company to hold office until the conclusion of the next Annual General Meeting.

7. Any Other Business

There were no matters arising

The Annual General Meeting closed at 12 midnight