

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 31st OCTOBER 2021**

The following Members took part by either post or email:

Lorraine Beestone, Sophie Bridges, Annette Chapman, Brandon Chapman, Michael Chappell, Valerie Clarke, David Corke, Elaine Corke, C.P. Crawshay, Dominic Davey, Chris Dodge, Malcolm Domb, Gail Ellisdon, Paul Gadd, J. Gardner, Patricia Gregory, Patrick Hawke-Smith, Chris Knight, Jane Knight, Inger O'Meara, Kevin O'Meara, Pamela Mugliston, David Pearl, Gillian Pearl, Jacqui Portway, John Ready, Peter Riding, Rosemary Roberts, Judith Rowland, David Sandys-Renton, Sally Sandys-Renton, Donna Sharp, Joanne Stone, Tim Stone, Hilda Tattersall, Nigel Weaver, Cindy Whife, Barbara Wilcox, Carol Wilkinson

No apologies for absence were received

Peter Riding was in the Chair

1. Minutes of the Annual General Meeting held on 31st October 2020

On the proposal of Jacqui Portway and seconded by Patrick Hawke-Smith it was unanimously agreed that: The Minutes of the Annual General Meeting of the Company held on 31st October 2020 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 **Board** met four times using zoom software since the last AGM on 31st October 2020. The elected Directors have been Chris Knight, David Pearl, Jacqui Portway, John Ready, Peter Riding and Cindy Whife. Patrick Hawke-Smith became a Director on 6th January at the request of the Board. Cindy has also been the Treasurer and I have also been 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 organisation**. The Board is elected by the Members. There are currently **182** registered Members. Please encourage your friends and neighbours to join.

Due to the reduced Member activities because of the Covid-19 pandemic, the Board decided not to ask for the usual annual membership fee for 2021-2022. Some members paid anyway by Standing Order and they decided to treat these payments as donations.

The only **Member event** which did take place in the last 12 months was a guided tour of Hatfield Forest in September 2021. Member events which were postponed again because of the pandemic were: Tour of P&A Wood in Great Easton; Cambridgeshire Search & Rescue Presentation; Visit to Geoffrey Parker Games in Wimbish; Tour of Cambridge Colleges Sundials; Tour & Tasting at Saffron Grange Vineyard.

Community events which did take place in the last 12 months were the third **Christmas Shop Windows Competition** in November 2020 organised by Jacqui Portway and Cindy Whife which had 40 entries and involved 14 judges, and the **Dance in the Square** on August Bank Holiday Saturday 2021 organised by Jacqui Portway. Community events which were postponed were the **Late Night Christmas Shopping** event with the charity stalls in December 2020, the **Social Quiz** in the King's Arms in January 2021, and the biennial **Societies Showcase** in the Town Hall which was moved from March 2021 to May 2022.

In February 2021 the Initiative presented the Town Council with the results of three **Street Furniture Surveys** in Saffron Walden. It had found 8 examples of redundant lamp post stumps, 41 examples of redundant highway poles and 23 examples of street furniture which needed attention. The Town Council asked the County Council for help with these but funding has not yet been agreed by the Local Highways Panel. The surveys with photographs can be seen on the Initiative website at:
<https://www.swinitiative.org/street-furniture-surveys>

In March 2021 an updated **Initiative Action Plan** was sent to all Members for information and feedback. The Plan had been prepared by one of the Directors, David Pearl, and included seven long term objectives and some shorter term suggestions. It has not been possible to progress many of the ideas because the pandemic has made it difficult to have face-to-face meetings. The 2021 Action Plan can be seen here: <https://www.swinitiative.org/action-plan> One suggestion which was quickly followed up was a **Photography Competition** for all ages organised by the Initiative in conjunction with the Saffron Walden Camera Club. The results will be made public in November.

Another suggestion which is being developed is the need to provide support for the digitally hesitant, be they elder people or youngsters. The Initiative is currently in touch with the Council for Voluntary Services Uttlesford (CVSU) to see how it can best support their new 'digital buddies' scheme which is to be called **Tech Mates**.

This year John Ready has continued to put together **Welcome Packs** for new residents to the area. These are distributed free through the Tourist Information Centre (TIC). The **Listening Bench** in the Museum grounds continues to be popular. This is where you can hear a range of oral history recordings which the Initiative set up with the help of Essex Record Office.

John Ready for the Initiative continues to work with a small group of local history experts to examine possible options for a second batch of **Blue Plaques**. The current plan would be for two women, two men and two locations which could be St Mary's Church and the old Rose & Crown Hotel. The cost of six additional plaques could be around £3,500 and another £1,000 would be needed for a new leaflet.

I would like to record my thanks to our Accountants, **Croucher Needham** of Market Walk in Saffron Walden, who prepare our annual accounts for no charge which is much appreciated. Finally I'd like to give a warm vote of thanks to the excellent Board of Directors.

4. Financial Statements and Directors' and Accountant' Reports for the year ended 31st March 2021

The meeting received and considered the Financial Statements for the year ended 31st March 2021 and the Directors' and Accountants' reports on those Statements.

On the proposal of Peter Riding and seconded by Cindy Whife it was unanimously resolved:

That the Financial Statements for the year ended 31st March 2021 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: Patrick Hawke-Smith, Chris Knight, David Pearl, Jacqui Portway, John Ready, Peter Riding and Lucinda Whife.

On the proposal of Chris Hingston and seconded by Lorraine Chitson it was unanimously agreed:

That the appointment of the candidates for election be decided by a single resolution and that Patrick Hawke-Smith, Chris Knight, David Pearl, Jacqui Portway, John Ready, Peter Riding and Lucinda Whife be elected Directors of the Company to hold office until the next Annual General Meeting.

6. Appointment of Accountants

On the proposal of David Pearl and seconded by Chris Knight it was unanimously agreed:

That Croucher Needham (Essex) LLP 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