

**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 8<sup>TH</sup> NOVEMBER 2023**

The following Members took part by either post or email:

Beverly Bernhardt, Annette Chapman, Brandon Chapman, Lorraine Chitson, Michael Christodoutides, David Corke, Elaine Corke, C. P. Crawshay, Dominic Davey, Chris Dodge, Charlotte Dunham, Ian Dunham, Gail Ellisdon, Pat Gregory, Patrick Hawke-Smith, Ray Jones, Chris Knight, Jane Knight, Sue Lambley, Ralph Meloy, Pamela Mugliston, Gillian Mulley, David Pearl, Gillian Pearl, Jacqui Portway, John Ready, Elizabeth Richards, Peter Riding, Ronald Rip, Rosemary Roberts, Judith Rowland, Sally Sandys-Renton, Joanne Stone, Tim Stone, John Westnedge, Lucinda Whife, Jennifer Whyte, Kenneth Wilson, Tim Wood

**Jacqui Portway was in the Chair**

**1. Minutes of the Annual General Meeting held on 31<sup>st</sup> October 2022**

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

That the Minutes of the Annual General Meeting of the Company held on 31<sup>st</sup> October 2022 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 elected Directors have been Patrick Hawke-Smith, Chris Knight, David Pearl, Jacqui Portway, John Ready, Peter Riding, Anthony Skipper and Cindy Whife. Cindy Whife has been the Treasurer, David Pearl the Company Secretary and Peter Riding the 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 **180** registered Members.

The events for **Member only** which took place in the last 12 months were a visit to St Mary's Church Bell Ringers; a visit to the Wellcome Trust Genome Campus at Hinxton; a tour of St Mary's Church in Saffron Walden; a guided tour of the Fry Art Gallery; a guided tour of the Saffron Walden Water Recycling Centre; a guided tour of Bridge End Garden; a guided Walking Tour of Saffron Walden.

**Events for the wider community** which took place in the last 12 months included the Initiative taking part in the **Remembrance Day** wreath laying ceremony at the War Memorial.

This year the Initiative decided 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. We think that this will raise the profile of the town and so support the local economy over time. So in the past year we organised the Winstanley Christmas Shop and Business Windows Competition, the Winstanley Late Night Christmas Shopping and the Winstanley Christmas House & Gardens Competition.

The 5<sup>th</sup> **Winstanley Christmas Shop & Business Windows Competition** was organised by Jacqui Portway and Cindy Whife in November with the support of the Tourist Information Centre. The theme was the '12 Days of Christmas' and the winner was Colorcraft in Emson Close.

The revamped 19<sup>th</sup> **Winstanley Late Night Christmas Shopping** event organised by Jacqui Portway and Cindy Whife held in early December was a huge success, opened by Deputy Mayor Richard Freeman. Locally based musicians, choirs and bands entertained the public whilst they shopped at a variety of Charity and Market stalls, complimented by a variety of food trucks and a bar. A total of £2,147 was raised for the Faircroft House Young Carers Holiday Fund. The sponsor was Saffron Hall and Walden Creative made an excellent video which is linked from the Initiative's website.

The **2022 Winstanley House & Gardens Competition** winners on the evening of 19<sup>th</sup> December were Debbie Hare First Prize and Jacqui Monk Second Prize. Many thanks to the sponsors Crystal Waters and Saffron Hall.

In July the Initiative arranged for the **Mini-Maze** at Swan Meadow to be thoroughly weeded and is now regularly tidied up.

On August Bank Holiday Saturday 2023 the Initiative ran a successful 20<sup>th</sup> free **Dance and Sing in the Square** organised by Jacqui Portway and Cindy Whife and supported by Tim Atkinson and Lee Dorrington of Fairycroft House. Headlining was Coverman, Brown Paper Bag, Rob Foale, Elliot Porter, Sharon and Jimmy Collins. Supported by up & coming The Flying Symbols. The atmosphere was electric and the Dance was made possible thanks to brilliant financial support from Angus BBQ Smokehouse, Contamac, Frank Riccio Hairdressing, Radleys, Robert Dyas, Saffron Building Society, Saffron Walden Town Council, Stansted Airport Passenger Community Fund, Uttlesford District Council and Walden Capital.

John Ready for the Initiative continues to put together around 100 **Welcome Packs** a year for new residents to the area. These are distributed free through the Tourist Information Centre (TIC). The total given out has now reached over 1,000 packs.

In September 2022 the Initiative ordered a further 20,000 **Town Trail Leaflets** which are given out to visitors to the town at no charge by the Tourist Information Centre. That makes a total of 100,000 free leaflets donated by the Initiative since 2007.

The oral history **Listening Bench** in the Museum grounds continues to be popular with users and is maintained by the Initiative.

Thank you very much for the support of the Directors and Members. Let's see what we can achieve next.

#### **4. Financial Statements and Directors' and Accountants' Reports for the year ended 31<sup>st</sup> March 2023**

The meeting received and considered the Financial Statements for the year ended 31<sup>st</sup> March 2023 and the Directors' and Accountants' reports on those Statements.

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

That the Financial Statements for the year ended 31<sup>st</sup> March 2023 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:

Chris Knight, Jacqui Portway, John Ready, Peter Riding, Anthony Skipper and Lucinda Whife.

On the proposal of Patrick Hawke-Smith and seconded by Dominic Davey it was agreed:

That the appointment of the candidates for election be decided by a single resolution and that Chris Knight, Jacqui Portway, John Ready, Peter Riding, Anthony Skipper 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 Peter Riding and seconded by Chris Knight it was unanimously 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