



Saffron Walden Initiative Ltd - Annual General Meeting

2 November 2004 8pm

Kings Arms, Market Hill, Saffron Walden

Present:

Peter Riding
Barbara Wilcox
Issie Grayson
Helen Elliott
Catherine Flack
Stephen Jones
Ros Bryan
Sue Rooney
Ros Hyde
Robin Le Cercq

Joyce Craig
John Craig
Chris Hingston
George May
Jennifer Whyte
Pat Dale
George Wombwell
Maggie Wombwell
Sheila Deutsch
Francis Deutsch

Jen Maclaren
R. Maclaren
M. McIntyre
M. Swindlehurst
Steve Willoughby
Gwyn Davies
Sandy Davies
John Ellis
John Ready

Apologies:

David Ridgeon
Carole Jones
Martin Turnbull

Christina Simmons
Janice Lupton

Paul Garland
Rebecca Del Tufo

Chairman declared that there was a Quorum present.

1.	Apologies for Absence
	Apologies noted
2.	Chairmen's Reports
	<p>Peter Riding gave a brief history of the Saffron Walden Initiative (SWI).</p> <ul style="list-style-type: none"> • Isobel Grayson, Joanne Rowell, Donna Sharp and Martin Turnbull started the Initiative in 1999. • Their first report was entitled 'Striving for Success' and was published in 2001. • April 2002 - First public meeting was held. • June 2002 - The Countryside Agency invited the SWI to apply for funding to undertake a 'Healthcheck'. • 2002 - Barbara Wilcox made chairperson of the SWI. • 2003 - Peter Riding took over as chair whilst Barbara Wilcox managed the Healthcheck process. • July 2003 – Saffron Walden Initiative formed as a Company Limited by Guarantee (Company No. 03340325).

- 02.11.04 – First Annual General Meeting of Saffron Walden Initiative Limited (as per the Articles of Association first AGM must be held within 18 months of incorporation)

Healthcheck Update (Report by Barbara Wilcox)

The Healthcheck is an audit of the social, economic and environmental well being of Saffron Walden and its hinterlands. The £18,000 grant from the Countryside Agency was used to employ Emma Drew to manage the Healthcheck process. Uttlesford District Council, Saffron Walden Town Council, PC Flying Doctors and Harts also provided support in kind.

The final draft of the Healthcheck and Action Plan is being produced with final release anticipated by the end of 2004.

Seven key aims have been identified within the Action Plan:

- Create a robust, effective, cross sector partnership to support community involvement in planning Saffron Walden's future.
- Provide for the accommodation needs of young people, key workers & those on modest incomes.
- Better engage and provide for the needs of children, teenagers and young adults.
- Address growing congestion problems and local concerns about weak public transport.
- Support and improve the long-term economic vitality of the town.
- Promote a sense of community and belonging.

The next phase will see the appointment of a Project Officer to implement the Action Plan. Countryside Agency funding has been secured, as well as contributions from UDC and SWTC. The Project Officer will be based at UDC but report to a steering committee.

Stephen Jones made a vote of thanks to Barbara Wilcox for her hard work supporting the Healthcheck process.

Peter Riding continued by extending his thanks to all of those who had organised Events, Hanging Baskets, Late Night Shopping, Support for a proposed Cinema and the Town Centre Improvement Study as well as those people who had been involved in the main Initiative Steering Group and the Healthcheck Support Group. Thanks was also given to the Saffron Walden Society, who had donated £400 to the Saffron Walden Initiative.

John Ready asked about the material that had been produced during the Healthcheck process. Barbara Wilcox confirmed that this had been collected from Emma Drew and would be deposited with UDC. It would be available for inspection under the Freedom of Information Act.

3.	Presentation of the Accounts
	<p>Issie Grayson presented the accounts of Saffron Walden Initiative Limited which had been prepared by AGN Shipleys chartered accountants.</p> <p>Issie Grayson recommended the accounts for acceptance. Peter Riding proposed acceptance of the accounts and was seconded by Stephen Jones.</p>

	<p>In favour – all Against – none Abstentions – none.</p>
4.	Resolution to Change the Memorandum & Articles of Association
	<p>As Saffron Walden Initiative Limited was formed from an existing company (Saffron Walden Town Centre Management Limited), it was necessary to make changes to the Memorandum & Articles of Association. An outline of the changes included:</p> <ul style="list-style-type: none"> • Objectives amended to be in line with the objectives of Saffron Walden Initiative Limited. • Appointment of Directors. <p>Peter Riding proposed the motion and was seconded by Barbara Wilcox. In favour – all Against – none Abstentions – none.</p>
5.	Election of Directors
	<p>Current directors (retiring) – Issie Grayson, Carole Jones, Stephen Jones, Martin Turnbull, Barbara Wilcox, Peter Riding & Janice Lupton (originally a director of the Saffron Walden Town Centre Management Limited).</p> <p>Proposed directors - Issie Grayson, Catherine Flack, Stephen Jones, Barbara Wilcox, Peter Riding & George Wombwell.</p> <p>Motion proposed by Robin Le Clercq, seconded by Chris Hingston. In favour – all Against – none Abstentions – none. Directors appointed for the next 12 months.</p>
6.	Appointment of Auditors
	<p>Proposed by Peter Riding that AGN Shipleys should continue as the company auditors, seconded by Gwyn Davies. Motion carried unanimously.</p>
7.	Any Other Business
	<ul style="list-style-type: none"> • Jen McClaren introduced herself and explained a little bit about her ambitions to set up an arts based centre for the community. Jen is about to start a feasibility study and would welcome contributions. • The Countryside Agency has allocated £15,000 towards the costs of employing the Project Officer. • Adverts for the Project Officer post will be on the UDC website, within the Regeneration magazine and a local newspaper. • A question was asked as to how Members of the Initiative had been informed that they were Members of Saffron Walden Initiative Limited. This was answered in detail in a letter from the Chairman to all Members dated 9 November 2004. • Steve Willoughby provided an update on the saffire website (www.saffireweb.net) • Next planting session at Bridge End Gardens will be 16 November 2004. • Town Centre Improvement Study – the process will involve producing a draft action plan which will be shared with relevant stakeholders such as local residents and businesses, Saffron Walden Town Council, UDC and Essex County Council. For further information, contact Peter Riding. Public

	meeting at 8pm on 17 November 2004 in the Court Room, Town Hall.
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	Meeting closed at 9pm by Peter Riding
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The directors and past directors subsequently requested that the minutes should record their thanks to Peter Riding for so ably chairing the Initiative over the last year and for all his hard work in developing the Initiative and its projects.