

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

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE COMPANY
HELD AT THE TOWN HALL, SAFFRON WALDEN, ESSEX
AT 7.30PM ON 27th OCTOBER 2015**

The following Members present at the meeting signed the attendance sheet:

Joy Barrow, Kathryn Bennett, Annette Chapman, Brandon Chapman, Valerie Clarke, Ann Clarkson-Stoyell, Ginny Eley, Catherine Flack, Paul Gadd, Maggie Garland, Paul Garland, Bill Hall, Patrick Hawke-Smith, Chris Hingston, Ros Hyde, Ray Jones, Chris Knight, Helen Larsen, John Parker, Len Pole, Jill Porter, Jacqui Portway, John Ready, Peter Riding, Judith Rowland, Peter Sanders, Donna Sharp, Gordon Smith, Susan Smith, Michael Swindlehurst, Anne Taylor, Colin Taylor, Isabella Warren, Iris Weaver, Nigel Weaver, John Westnedge, Lucinda Whife, Barbara Wilcox, Tony Woods

Apologies for absence were received from the following Members:

Lorraine Chitson, Dominic Davey, Margaret Hatter, Jane Knight, David Pearl, Ann Pickhaver, Mark Starte, Jennifer Taylor, Sue Ullstein, Barry Wiseman, Sue Wiseman, David Wrigley, Jan Wrigley

Peter Riding was in the Chair and a quorum was present

1. Minutes of the Annual General Meeting held on 17th November 2014

On the proposal of John Ready and seconded by Chris Knight it was unanimously agreed that:

Apart from one correction to the attendance list, the Minutes of the Annual General Meeting of the Company held on 17th November 2014 were a correct record and approved for signature by the Chairman.

2. Matters arising from the Minutes

There were no matters arising

3. Chairman's Report

Your Board met six times since the last AGM and the other Directors have been Chris Hingston, Chris Knight, Jonathan Miller, John Ready, Cindy Whife and Barbara Wilcox. We have been very lucky to have Sue Wiseman as the Membership Secretary and Cindy Whife has also been the Treasurer.

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 164 registered Members - down from a high figure of 180 last year.

Events we have organised specifically for Members in the past 12 months have been a fascinating visit to the Welcome Trust Sanger Institute in Hinxton, a hands-on visit to Cambridge University Institute of Astronomy, a visit to the One Minet Skate Park in Saffron Walden, a repeat visit to the Audley End Iron Age Fort, a tour of the nature reserve and iron age fort at Wandlebury Country Park and a visit to the LPA factory in Shire Hill where they design and manufacture electro-mechanical systems for rail and aviation markets all over the world. Looking ahead to next month we have a visit to the arts and media centre at Fairycroft House in Saffron Walden and a visit to the Welding Institute in Abington.

Chris Hingston has continued to run free monthly *Saffron Start Ups* sessions in the King's Arms to help people who want to start a business or who have recently started a business. And he also organises monthly *Saffron Business Friends* networking meetings in the King's Arms. So, many thanks to Chris!!

Events which the Initiative has organised for the wider community in the past 12 months have been the Late Night Christmas Shopping last December, a Social Quiz in the King's Arms in January, a Spring Clean of fingerposts in April and the annual Dance in the Square on August Bank Holiday Saturday. We are particularly grateful to Jacqui Portway for taking the lead in organising the Dance in the Square.

We were grateful to the Town Council for a grant of £300 towards the Dance in the Square and another grant of £201 to cover our Public Liability Insurance. And Uttlesford District Council gave us a grant of £500 towards the Dance in the Square.

This year John Ready has put together comprehensive Welcome Packs for new residents to the area. To date we have distributed around 300 packs through Estate Agents and the Tourist Information Centre. We give them free to the TIC but charge Estate Agents £2 per pack to help cover our costs.

The Initiative paid just over £1,000 for 3,000 copies of a Blue Plaques Guide to be designed and printed. These are being distributed through the Tourist Information Centre. We are also helping the TIC fund the making of a 2 minute town promotional video for its website. We continue to try to seek a way for the Victorian fenced gardens outside The Close house in the High Street to be refurbished. And we will be working with the Essex Record Office on a Listening Bench in Saffron Walden where you will be able to hear a range of oral history recordings.

We are currently funding the printing of another 20,000 Town Trail guides which are distributed free to visitors by the Tourist Information Centre. These are funded over time by the sale at the TIC of the Saffron Walden Pictorial Guides which the Initiative printed a number of years ago.

Looking ahead to next year, we have already started to plan the Third Saffron Walden Maze Festival which will be held on the 20th and 21st August. If you feel that you might be able to help in any way please speak with me or Barbara Wilcox. At the last Maze Festival the third permanent maze in the town was officially opened in the Band Stand in Jubilee Gardens. Since then Katherine Semar Infant School launched a fourth permanent maze at the front of their school. And now the Initiative is looking into raising funds to build a fifth permanent maze close to the pedestrian entrance for Swan Meadow Car Park.

Finally, 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. I'd also like to give a vote of thanks to our excellent Board of Directors, Treasurer and Membership Secretary. In particular I would like to thank Jonathan Miller who is stepping down as a Director because of his current work commitments abroad.

4. Financial Statements and Directors' and Accountant' Reports for the year ended 31st March 2015

The meeting received and considered the Financial Statements for the year ended 31st March 2015 and the Directors' and Accountants' reports on those Statements.

On the proposal of Gordon Smith and seconded by Chris Hingston it was unanimously resolved:

That the Financial Statements for the year ended 31st March 2015 and the Directors' and Accountants' reports thereon be adopted and approved.

5. Election of Directors

The following Directors elected at the Annual General Meeting in 2014 offered themselves as candidates for re-election: Christopher Hingston, Chris Knight, John Ready, Peter Riding, Lucinda Whife, Barbara Wilcox. Patrick Hawke-Smith put himself forward as a candidate for election.

On the proposal of Paul Garland and seconded by Ginny Eley it was unanimously agreed:

That the appointment of the candidates for re-election and election be decided by a single resolution, and

That Patrick Hawke-Smith, Christopher Hingston, Chris Knight, John Ready, Peter Riding, Lucinda Whife and Barbara Wilcox be elected Directors of the Company to hold office until the next Annual General Meeting.

6. Appointment of Accountants

On the proposal of Donna Sharp and seconded by Nigel Weaver it was unanimously agreed:

That Croucher Needham (Essex) LLP of Market Walk, Saffron Walden be re-appointed accountants of the Company to hold office until the conclusion of the next Annual General Meeting.

7. Any Other Business

The Board was encouraged to make its aims and achievements more widely known and to try to recruit and involve younger members. John Westnedge offered to organise a behind the scenes visit to the Saffron Walden Tesco store.

The meeting closed at 8.12pm