

HINTON ST GEORGE & LOCALITY RURAL COMMUNITY SERVICES LIMITED (HRCS)

Minutes of the Annual Members' Meeting

held on 22nd January 2016

St George's Village Hall, Hinton St George

PRESENT:

Management Committee:

David Clements – Chairman

Jeremy Rook – Treasurer

Jane Jackson - Secretary

Patricia Heelis

Keith Hurse

Nick Kirby

Ann-Marie Lawson

Andrew Norton

69 Members (including committee members above)

1	Chairman's Welcome	
	The Chairman, David Clements, welcomed the 69 Members present and thanked them for attending. He gave an overview of the Directors' Report to Members for the year ending 30th September 2015 and copies were made available at the meeting.	
2	Apologies	
	Committee: David Wheeler and Mike Mills-Roberts. 28 apologies for absence had been received from Members.	
3	Approval of Minutes of AGM held 16th January 2015	
	<p>The Minutes of the AGM held on the 16th January 2015 had been circulated prior to the meeting. With no amendments the minutes were approved; proposed by Liz Tyler, seconded by Heather Morecombe and unanimously approved by a show of hands.</p> <p>Matters arising: Derek Esp had asked whether members would consider making loans to Our SHOP so that the mortgage could be repaid at a faster rate. This was considered by the committee, but following discussion and the realisation that it would mean producing a full financial prospectus, together with the fact that we would be unable to offer an appealing interest rate, the idea was thought unlikely to produce a worthwhile response.</p> <p>Mary Williams had asked if it was possible to do Click and Collect at the PO. This too was discussed by the committee but owing to the current lack of space it was not possible, although it was hoped that it could be in the future.</p>	

4	Report on the Annual Statement of Account year ending 30th September 2015	
	The Chairman presented the Annual Accounts for the year ending 30 th September 2015. Copies of the Financial Statement had been emailed to members earlier in the week and copies were made available at the meeting.	
5	Operations Report	
	The Chairman gave an overview of the operations of the shop, garden, flat and volunteers. He thanked Jillian and her team for all their hard work and members showed their appreciation.	
6	Membership Report	
	The Chairman reported there had been 13 new members since the last AGM and that total membership now stood at 380. New residents to Hinton had been written to encouraging them to join and resulting new members will be included in next year's Report. He asked everyone to encourage people to become members.	
7	Elections to the Management Committee	
	<p>No member of the management committee was required to retire this year.</p> <p>No Nominations to join the Committee had been received.</p> <p>There was one resignation – Jane Jackson – and as no-one had come forward to replace her as Company Secretary, the Chairman urged members to consider joining the committee to fulfil this role, failing which, HRCS would reluctantly have to pay for the services of a Company Secretary, which it could ill-afford.</p> <p>The Chairman thanked Jane for her 5 years of incredible service to Our SHOP and for her support to him personally and presented her with a bouquet. Members showed their warm appreciation.</p>	
8	Resolutions	
	<ol style="list-style-type: none"> 1. Resolution: To approve the committee report to members for the year ending 30th September 2015. This Resolution was proposed by Sue Kirby, seconded by Bob Kefford and unanimously approved by a show of hands. 2. Resolution: Annual accounts: To approve the annual accounts for the year ending 30th September 2015. This Resolution was proposed by David Chapman, seconded by Bob Kefford and unanimously approved by a show of hands. 3. Resolution: Reporting Accountant: To authorise The Management Committee to dispense with a full professional audit for the year to 30th September 2016 and to appoint a Reporting Accountant at its discretion. This Resolution was proposed by Barry Tyler, seconded by David Chapman and unanimously approved by a show of hands. 	

9	Open Forum	
	<p>Questions/Comments were then taken from the Members.</p> <p>John Hansell queried the “Bad debts written off” figure of £872 on page 10 of the Financial Statement and asked how long we held a bad debt before it was written off.</p> <p>David explained that +/- £740 had been due to a problem in the PO. Whilst we believed the error had been corrected, the PO insisted that it had not. Bad debts are reviewed at the end of each financial year and written off if unrecoverable.</p> <p>John Hansell also asked how accurate the committee was in its forecasting for last year and wondered whether it would be a good idea to have a slide showing forecast vs. actual.</p> <p>David said that both the bottom line and cash position had been as expected, turnover not as good as we had hoped for and that gross margin had been better. He said that in future such a slide would be included.</p> <p>Liz Tyler asked whether the committee was worried about the effect the pension provision had on our SHOP and asked whether there were set-up costs.</p> <p>David said that we were indeed concerned but that it was compulsory to offer eligible staff the option. Our contribution would start at 1% increasing to 3% over a period of time. The only member of staff who was legally eligible was Jillian, but the committee felt it should offer the option to all staff. There were no set up costs.</p> <p>Clare McWilliams offered her thanks to Rosamund for her dedication in working the early morning shift and to the committee as a whole saying they were much appreciated.</p> <p>Andrew Norton asked the members to thank David for his continuing commitment in the role of Chairman. David responded by saying that the role was very rewarding and that hopefully, most major projects will have been completed by the end of this year and the role should be less demanding in future. Andrew urged everyone to spend more and encourage others to do the same, which would make all the difference to the viability and profitability of Our SHOP.</p>	
	The meeting closed at 7.05pm.	

Jane Jackson
25th January 2016