

**Minutes of Annual General Meeting**

**13th February 2013**

**19.00 @ Town Council Office**

|  |  |
| --- | --- |
| **Present** **Apologies** | Rob Shimmin (Chair), Rae Bird (Vice-Chair), Anne White (Treasurer), Jenny Gallucci (Secretary), Joan Hensbrey, Betty Todd, Peter Todd, Eric Gallucci, Jan Cooper, Barbara Shimmin, Paul White, Susan Goodchild, Mike Fayers (BRCC)  Ian Wakelam, Diane Wakelam, Gavin Shaw, Angela Kings |

|  |
| --- |
|  |
| In memory of Sue Hunting  A few moments of silence at the start of the meeting was held to remember Sue Hunting, one of the founder members of the committee and hard-working, caring volunteer, who sadly passed away this morning. Members shared memories of her and donations were made towards memorial flowers or for her husband Michael’s chosen charity.   1. **Welcome**   RS (Chair)welcomed members and friends to this first Annual General Meeting of the group.   1. **Presentation & Reports** - *A copy of the Presentation Notes accompanies these minutes*   Secretary’s report:  JG presented reports on the achievements and successes of the group since our launch in December 2011.  Treasurer’s report:  AW presented end of year audited accounts – 13 months 1st Dec 2011 to 31st Dec 2012.  Total funds at end of year £388.72   1. **Future Events**   Volunteers will be needed to support the following events in 2013:   * Craft Fair: refreshments – second Friday in every month 10 – 3 Community Centre, next event 8th March * Easter Fayre: publicity stand – 30 March 9.30 – 12.30 in the Library Walkway * May Day Celebrations: refreshments – 4th May 12 – 3 in the Pavilion on the Green * Houghton Regis Carnival: publicity stand and fund-raising – 13 July all day on the Green * Garden Party at Red House Court: helping the Friends of Red House Court prepare tables etc in the garden – 20 July morning * Classic Car Show: publicity stand – 15 September all day on the Green  1. **Contacting Houghton Regis Helpers**   Meeting reminded of ways to contact the helpers. AW introduced our new website: [www.houghtonregishelpers.co.uk](http://www.houghtonregishelpers.co.uk) Site still under construction – several members commended Anne on the website design. Links to other organisations will be added in the near future.  We also have a Facebook page: Houghton Regis Helpers, also managed by AW.   1. **Election of Honorary Officers**   A unanimous vote by members was given for the re-election of our 4 honorary officers:  Rob Shimmin – Chair  Rae Bird – Vice-Chair  Jenny Gallucci – Secretary  Anne White - Treasurer   1. **Election of committee**   Committee members Susan Goodchild, Betty Todd, Peter Todd and Eric Gallucci were unanimously re-elected by members.  Joan Hensbrey expressed her wish to stand down this year.  One nomination received to join the committee – Barbara Shimmin. She was elected by a majority vote (one abstention) and welcomed to the committee.   1. **Thanks**   Thanks for their hard work and support during our first year was given to all volunteers, particularly to Joan who has stood down from the committee but will continue to volunteer.  Thanks also given to:  JG as Secretary;  AW as Treasurer;  Mike Fayers and BRCC for their support in setting up the scheme and continuing support;  Jan Cooper for helping us set up the scheme and for her kind words of encouragement;  Houghton Regis Town Council for their support and use of Town Council Offices for meetings.   1. **Questions and Discussion**   General questions and discussion among members took place, covering different aspects of the scheme’s achievements and challenges in the first year.  MF from BRCC is assisting Leighton Buzzard to set up a good neighbourhood scheme and H R Helpers has agreed to visit their volunteers to share experiences and advise.  **Meeting closed at 20.15hrs - followed by refreshments and chat**  The following records and documents were available for viewing:  Scrap book  BRCC quarterly reports  Feedback questionnaires from clients  Minutes of meetings, with policies and copy of Constitution  Leaflets, flyers and useful information  Diary of events 2012 with photos  **Minutes by JG 14.02.2013** |
|  |