**Minutes: Annual General Meeting of Bushwood Area Residents’ Association**

**Date: 30th September 2015**

1. **Welcome and confirmation of quorum**

The Chair, Steve O’Hara (SOH) opened the meeting at 8.05pm

SOH commented on successfully completing his 1st year as Chair and kicked off the meeting with a run through of the printed agenda and gave details of apologies:

* Jake Green, Ros Hall and Jan Lee

Introductions were also made to the invited speakers:

* Jacinta Fisher (Conservation Officer LBWF)
* Jackie Staples (Deputy Libraries and Regeneration Manager)

SOH offered his thanks for all the effort and endeavours over the course of the year to:

* The standing executive committee
* All the BARA road reps
* Brian Hopson, for his thorough update on all things BARA
* Julia Manning for her continued organisation of the BARA litter picks
* Tori Walmsley for her contribution to the design and publication of the Bush Telegraph (BT) and commented that he hoped that all agree that the BT it is looking in good shape.

SOH stated the requirement of the need to be quorate (more members than committee members) and confirmed that the meeting met this requirement.

1. **Minutes of the 2014 AGM**

SOH reminded the audience that the minutes from the last AGM were published on our BARA web site and that no comments had been received on the content. SOH confirmed that the minutes had no actions to be resolved.

SOH proposed a vote for the minutes to be a true record of events.

**The Proposal was agreed UNANIMOUSLY.**

1. **Presentation of BARAs audited accounts.**

SOH handed over to Russell Lines-Jobling (RLJ), Treasurer for the presentation of accounts

RLJ offered thanks to:

* The Treasury Support Team (Doug Sheedy, Katy Smith and Kate Duffy) who have kept him on the straight and narrow and aligned to the aims of the BARA constitution
* Christine Davies who has performed the vital role of auditing our balance sheet in line with BARA’s constitutional obligations

RLJ detailed some key points of activity in the financial year 2014-5:

* 2014-15 has been a good financial year for BARA
* Membership remains the main income stream - we finished the year with 523 members. This speaks volumes for the work that the BARA committee and extended support network does.  Membership accounted for £1479.45
* BARA’s main expenditure is related to the Bush Telegraph (BT) printing costs (£1677.90)
* It is important to notes that, through their Community Support function, Theydon’s support BARA’s BT production run. I am pleased to report that they have confirmed continued support into the next BARA financial year
* This support will allow BARA to provide full colour BT production all year round
* One important change we made last year was that we ended our relationship with the Nationwide Building Society in Wanstead. This was not convenient in terms of logistics so we moved the funds to our account with TSB in Leytonstone
* This account closure prompted us to review the way in which we managed our funds and to look at more environmentally focused organisations. The committee subsequently agreed to move our contingency funds of approx. £2500 to the Ecology Building Society, which is now taking deposits again and we will oversee the opening of the new account

SOH proposed that we adopted the audited accounts (printed copies were provided).

**The proposal was agreed UNANIMOUSLY.**

Christine Davis thanked RLJ for his work in keeping an accurate record of income and expenditure, and she asked this to be officially recorded in the minutes. Duly noted.

1. **Election of Committee Members**

SOH spoke of the requirement of the executive committee to stand down and offer up ourselves for re-election. All committee members stood down and offered themselves up for re-election.

SOH proposed that the members agree these actions.

**The proposal was agreed UNANIMOUSLY.**

1. **Amendments to the constitution**

SOH explained the work to review the constitution undertaken by a small subcommittee and the wider committee, with the aim to simplify, update and make the end product more relevant to 2015. The final output from this work represents the proposed changes to the constitution being presented at the AGM.

Details of the proposed changes have been documented and distributed prior to today’s AGM. They were posted on BARA’s Facebook page, in the BT (September 2015 issue) and copies were available in the hall for all attendees to read and review.

SOH assured the audience that proposed amendments were not substantive in nature, citing several examples. SOH did advise of a comment received from a current BARA member which, after review by the committee, was deemed worthy of an additional wording change. SOH gave further context to the comment/change and provided the detailed additional proposed wording change.

Christine Davies raised a query in relation to the financial year being out of sync with the membership year. SOH agreed to look at this in due course and proceedings – No actions were required.

SOH proposed to accept and adopt all proposed constitutional changes.

**The proposal was agreed UNANIMOUSLY.**

1. **Presentation by Jacinta Fisher-Conservation in LBWF**

Jacinta Fisher gave an Informative detailed account of her role as conservation officer in the borough, highlighting key issues and developments within the borough. Topics covered:

* Conservation Areas
* Blue Plaques
* Listed Buildings Status
* Locally Listed Building Status

Various questions were taken from the floor.

SOH thanked Jacinta Fisher for presenting at the AGM.

1. **Presentation by Jackie Staples-What’s new in Leytonstone Library?**

Jackie Staples provided a presentation of Leytonstone’s refurbished Library. Topics covered included:

* Details of Services provided
* Changes and offerings of the refurbished library

 Various questions were taken from the floor.

 SOH thanked Jackie Staples for presenting at the AGM.

1. **Open Forum**

 SOH asked for questions from the floor on local issues:

* Member Sally raised a question relating to community libraries and this was supported by member Clyde Loakes. **Action - SOH agreed to consider this issue in the committee’s normal business** and Sally was asked to email details to BARA.
* Member Dwight Wood asked about the possibility of having a Bike Shed erected in the vicinity of Aylmer Road. Member Clyde Loakes agreed to look into this in his capacity as local councillor.
* Member Alex Maws asked did BARA have any intention to review the web page. SOH confirmed that now the BT had been redrawn and revamped the web page would be redesigned
* Member David raised concerns at the drainage outside the 99p shop in the High Road. Member Clyde Loakes suggested raising this at the regular councillors surgeries held in Leytonstone Library.
* Member Dwight Wood suggested that, given the healthy state of Bara’s finances, could consideration be given to asking the wider membership for ideas of where some funds could be donated to. He gave examples of the Church (Church Hall repairs) and or Leytonstone Festival (covering shortfall of organisations funding). SOH commented that these would be taken forward to consider in BARA normal business proceedings. Doug Sheedy also interacted stating that the committee does consult with wider membership, however the responses have been minimal.
* SOH advised some upcoming events being held by BARA
* Clyde Loakes gave some dates re events happening re Leytonstone regeneration and Mini Holland

 SOH thanked everyone for coming and closed the meeting at 9.15pm.