**SHEFFORD TOWN MEMORIAL ASSOCIATION**

**Minutes of the Annual general meeting held on 18th May 2021**

**Present:-** Jack Reynolds – chair, Jacqui Smith – Treasurer, Alison Hammond – secretary,Richard Orman and Les Davis

Present via Zoom: Dec Hennesey, Teresa Courtney, Maureen Nicholson, Connor Hart, Ralph Kitchener, Mark Clements, Keith Springham, Tony Brown, Rob and Sami Slater, Graham Walker, Brian Figg, Richard Ford, Andy Purves, Paul Carne, Sonia Church, Sarah Lewis, Tony Montanaro, Linda ???

Minutes of the 2019 AGM were agreed as a true record and signed.

**Chairmans Report**

It’s fair to say this past year has affected us all in some way either professionally or personally. As a committee we have had to close our doors to the bar areas, meeting room, changing rooms and the hall. This has impacted us by reducing our general financial income but more importantly as a facility that so many people make use of and benefit from.

There isn’t much to report on from the general day to day running of the STMA but that doesn’t mean we’ve been twiddling our thumbs.

While closed we have been scrutinising and improving various aspects of the management of the buildings facilities and its grounds and making various improvements as time has allowed.

The hall refurbishment is almost certainly the biggest task our volunteers have undertaken in recent years other than the Phase 1 works back in 2017. Being closed gave us the time to achieve this task and funding was obtained from the Wixham Tree and Robert Lucas Trusts to improve its thermal / acoustic properties. Our hall is now more manageable so a greater range of activities can place for groups and private hire. Our in house amateur dramatics group the Meppershall Players are assisting us further by providing all the kit necessary to improve the stage with new curtains and a modern lighting and audio system which we can use for a wider range and more impressive array of STMA events.

We’ve been improving our CCTV system inside and out so we can monitor and report any issues that may arise with the support our Stewards.

Groups are already starting up again in the building and on the grounds and we’re beginning to get a sense of normality as we have seen in previous years.

The management committee is made up of volunteers and I feel a debt of thanks is owed to all involved in keeping the STMA open and sustainable for the people of Shefford, Chicksands and the surrounding parishes.

**Treasurers Report**

Jacqui gave a resumee of the year and explained we had benefitted from the furlough scheme and had received a grant from CBC and had ended with a small surplus of just over £1k. We had also received grants from the Robert Lucas Trust and Wixham Tree Foundation which had enabled the re-furbishment of the hall to take place.

(Full report separate)

Proposed Paul Carne, seconded Andy Purves and agreed by the membership present.

A revised constitution had been written and made available to the membership. The committee had been unable to find the original constitution so had used the original conveyance as a basis for a modern comprehensive constitution.

Questions raised in advance:

1 At the present time the STMA is open to all inhabitants of Shefford and Chicksands and they are not subject to fess. Is it the intention to turn the STMA into a private members club pretending to be acting like a charity?

Currently anyone can use the STMA and many groups do. The membership of these groups is not dependent on STMA membership and that is not changing.

2. At the moment only elected members are on the committee why would the steward or a member of the town council be needed to attend the committee?

The steward and the Town council representative attend the meeting but do not vote. The steward gives a report to the meeting and the STC representative ensures that as a trustee of the STMA correct procedures are followed.

3.Will the committee resign annually?

Each year nominations are received for the committee and are elected to stand for a year at the AGM

4.Will the committee be elected annually?

See above response

5. Dissolution. Why the change it would seem to make proper sense as already written in the constitution

It needs to be clearly documented what happens should this occur

6.Assets – The town council are just one trustee is it wise to have more than one as set out in the constitution, I would point out that some councils are not prudent with funds and having more than one trustee is a wise move as I am sure the charity commission would agree, so why change it

Nothing has changed the Town council are not the only Trustee, the members of the committee are also trustees and this is entered yearly on the Charity Commission website when the accounts are posted.

7Are these amendments where are they to be inserted into the constitution

This is an updated modernised constitution that has been revised following the guidelines set down by the Charity Commission and ACRE.

8 If this is a new constitution it does not cover or replace all the items in the present constitution.

This is a revised constitution, the document that we used to make sure we had covered all points was a conveyance not a constitution but it was the nearest we could find and all pertinent points are covered.

It was proposed that the new constitution include related groups as defined in the original conveyance

Amendment was proposed by Richard Ford and seconded by Paul Carne

Agreed by majority

The constitution with the amendment was then passed unanimously

The following were proposed to be on the committee for the following year:

Declan Hennessey, Proposed by Sam Slater, Seconded Teresa Courtney

Jacqui Smith Ditto Ditto

Alison Hammond Ditto Ditto

Mark Clements Ditto Ditto

Maureen Nicholson Ditto Ditto

Sarah Lewis proposed Teresa Courtney Seconded Sam Slater

Sonia Church ditto Ditto

Claire Sowah Proposed Dec Hennesey Seconded Sam Slater

Connor Hart Bowls club rep

Andy Purves Shefford Saints rep

Paul Carne – Meppershall players rep

The above were accepted en mass

The Town Council will send a representative to the committee meetings

The meeting was then closed.

Tony Brown asked a question about Phase 2 and Jack agreed to send proposed plan to him as he said there was 106 money allocated to the STMA for this project.

Jack thanked everyone for attending