

Minutes of the Annual General Meeting

The Annual General Meeting (AGM) of Witheridge FHS was held at St Mark's Centre, Church Road, Biggin Hill, Westerham, Kent, on 12 May 2018, from 12:30 to 14:55.

Attendees: Jason Cook (Chair), Amy Kennedy (Minutes), Kim Cook, Roy Cook, Liz Davey, Chris Davey

1 Chairman's opening and welcome

2 Apologies for absence

Apologies for absence were received from Brenda and Ron Dixon, Barbara and Terry Finemore, Philip Milnes-Smith, Geoff and Catherine Shingler, Rob and Cathy Staples, Val and Dave Wells, Susan Witheridge, Bill and Brenda Dwyne, Alison Smith, Pam and Derek Glynn, Dorothy Linter, Jim Witheridge and David Torborg, Rod and Sue Witheridge, and Jennifer Woolcott.

3 Minutes of the 2017 AGM held at St Mark's Centre, Biggin Hill, Kent TN16 3LB

These were read in full by the Chair, as detailed in Autumn 2017 Newsletter.

4 Matters arising from these Minutes

Barbara and Terry Finemore had sent apologies for the 2017 AGM but this was not noted in the Minutes of that meeting.

Bill Dwyne's request for pictures to add to the website was followed up by Kim Cook and the website duly updated by Bill. Unfortunately, the same pictures shared with Paul Barber were not added to Facebook.

5 Matters arising from Officers' Reports

Reports from the Chairman, Membership Secretary, Treasurer and Research Coordinator were included in the Winter 2017-2018 Newsletter, along with a report about GDPR from the Secretary.

At the time of the meeting, Membership renewals were confirmed at 25 plus families and honorary members. [Following the meeting, this has increased to 26 plus families and honorary members.]

Accounts for 2017-2018 have been audited:

Balance brought forward	£1,124.10
Income from subscriptions	£381.36
Outgoings	£352.77 including

FFHS membership	£30.00
FFHS advertisement	£24.00
AGM venue hire and expenses	£142.38
Auditor's gift	£25.00
Secretarial services (3 months)	£90.00
Christmas cards	£41.39

Balance carried forward	£1,152.69
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6 Election of Officers and Committee Members

Votes were counted by the Chair, for those present followed by those who voted in absentia:

Chairman	Jason Cook	For: 5 + 11 = 16, Against: 0, Abstained: 0
Vice Chairman	Chris Davey	For: 5 + 11 = 16, Against: 0, Abstained: 0
Secretary	Amy Kennedy	For: 5 + 11 = 16, Against: 0, Abstained: 0
Membership Secretary	Geoff Shingler	For: 5 + 11 = 16, Against: 0, Abstained: 0
Treasurer	Liz Davey	For: 5 + 11 = 16, Against: 0, Abstained: 0
Assistant Treasurer	Chris Davey	For: 5 + 11 = 16, Against: 0, Abstained: 0
Research Coordinator	Kim Cook	For: 5 + 11 = 16, Against: 0, Abstained: 0
Webmaster	Bill Dwyne	For: 5 + 11 = 16, Against: 0, Abstained: 0
Committee Members*	Pamela Glynn	For: 5 + 11 = 16, Against: 0, Abstained: 0
	Roy Cook	For: 5 + 11 = 16, Against: 0, Abstained: 0
Facebook Moderator*	position vacant	Bill Dwyne has volunteered to add this to his position as Webmaster as no nominations were received
Newsletter Editor*	position vacant	Amy Kennedy agreed to continue this along with secretarial services as no nominations were received

We will be accepting nominations for the vacant positions of Newsletter Editor, Facebook Moderator, and Committee Member. If you would like to volunteer or nominate someone with their agreement, please email our secretary, amykennedy.ask@gmail.com, by 1 July 2018.

7 Overseas Representatives

Jennifer and Richard Woolcott have agreed to continue as the Society's Australian Representatives, and **Jim Witheridge** and **Annette Witheridge** will continue as the Society's North America representatives. There is no present requirement for Overseas Representatives elsewhere, including New Zealand.

8 Appointment of Auditor

Janice Cawsey has agreed to act as our Auditor again for the coming year.

9 Discounted 3-year Membership

It was confirmed, following discrepancies in previously shared documents, that the proposal was to offer the option of a 3-year subscription at a reduced rate of £25 (instead of £30) with the option to transfer membership to a family member in the event that the person taking the subscription dies with more than 12 (not 7) months left of their subscription.

Jason Cook noted that a £5 discount over 3 years may not be sufficient to entice someone who was planning to join for 1 year only to remain, and may therefore potentially reduce income rather than increasing membership. All present agreed this was a perspective not previously considered, and noted that this had not been shared with those who had voted in absentia prior to their votes being cast.

Votes were counted by the Chair, for those present followed by those who voted in absentia:

For: 1 + 8 = 9, Against: 4 + 1 = 5, Abstained: 0 + 2 = 2

This is a Constitutional matter, and therefore needs a two-thirds majority to be approved as noted, in the Agenda. While a majority have voted for this change, the majority is not sufficient to meet this requirement. The proposal has therefore not been carried and no change will take place at this time.

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10 Witheridge FHS Christmas Card for 2018

Geoff Shingler has advised that Hannah would be agreeable to designing our cards again this year, on the proviso that steps are taken to maintain the integrity of her original artwork in print. Suggested options were either to commission a simplified design that is suitable in format for the requirements of the printer we have used previously, or to use an alternative printer that Hannah is aware works in a way that is suitable to her work. As Hannah's work progresses, it may become inappropriate for her to offer the same option of a simplified design in future. Examples were provided by Geoff and discussed by those present, with the consensus being that the more detailed design would be preferred if the cost of using the alternative printer were found to be viable. Amy Kennedy agreed to investigate the cost of using the recommended printer and also liaise with Geoff about this.

11 Date and venue for 2019 Reunion

In line with our current arrangements, the 2019 reunion could be held on either 11 or 18 May 2019, with Biggin Hill the default venue. No alternative has yet been suggested, however, members are invited to submit alternative proposals by 1 July 2018, in order for the final venue choice to be approved by 1 August 2018.

12 Any other business

Kim Cook proposed recognising Hannah Shingler's contributions to Witheridge FHS with a gift or voucher, as we do for our Auditor. All present agreed, and Amy Kennedy will liaise with Geoff Shingler about appropriate choices of gift.

Kim Cook has recently reviewed the list of books and magazines held by Witheridge FHS and found that many are now obsolete. The list will therefore be revised and the updated list published in a future Newsletter.

Jason Cook will contact former Facebook Moderator Paul Barber directly to regain control of the online presence of Witheridge FHS while we await further nominations and final confirmation of our new Facebook Moderator.

The Annual Reunion, at the same venue, followed immediately after the AGM.

The Reunion was open to non-members, and additional apologies were received from invitees Ann Roberts, Gail Waite, and Chris Wakeling.