

## ANNUAL GENERAL MEETING

### Draft MINUTES FROM THE ANNUAL GENERAL MEETING

Weston Village Hall

6.00 pm Thursday 10 May 2018

**Present:** José Wilson (Chair), Lori Weber, Lesley Ross, Katie Lewis, Chris Chowney, Gill Evans, Eleanor Bette-Bennett, Venera Town; Fiona Leathart (joined part-way through)

José Wilson started the meeting by welcoming Venera Town and paying tribute to Nick Birch, who had sadly died in January 2018.

**Apologies:** No apologies were received.

**Minutes of the AGM of 12 May 2017** were approved with one amendment – the date should read 11 May. Proposed Chris Chowney, seconded Gill Evans.

**Matters arising:** There were no matters arising.

#### Annual Reports

**Editor:** Lori Weber reported that her first six months as editor had been very enjoyable and she was happy to continue in the role. It had been a steep learning curve, but she had received positive feedback on the new format and was receiving letters from readers. The poems had been well received and one man had contributed his own poetry. Lori was finding different people to design the covers, and is always open to suggestions from the committee and from readers. She thanked Venera Town very much for taking over the printing and arranging orders of supplies. Katie Lewis now has the Weston News laptop and installed up-to-date virus protection on it when Caroline Elmitt's subscription expired. The workflow is now that Lori prepares the magazine and passes it to Katie for proofreading and correction. She then puts in any last changes and sends a PDF to Venera for printing in good time before folding and stapling.

**Chairman:** José Wilson thanked Lesley Ross for stepping in as treasurer. Caroline Elmitt had resigned after 11 years as editor and José thanked her for her excellent magazines and sent her good wishes for the future. José also thanked Lori Weber for hitting the ground running to edit the magazine, fitting it in between her business travel, and Venera Town for taking on the printing. The printers are now at Venera's, and Venera connects with Gill Evans for supplies. Venera is to have Gooch's number in case of problems with the printers. The circulation of the magazine is now up to 609, and delivery would not be possible without the help of all the distributors and folders and staplers.

**Treasurer:** Lesley Ross, who took over as Treasurer in August 2017, presented the audited accounts for the year ending 28 February 2018, and circulated copies of the receipts and payments for the year, which showed receipts of £2,447, a surplus of £143.97 over payments. She also circulated a table of costs from year to year. Expenditure was up by over £700 on the previous year, partly because of the timing of invoices. A routine is now in place for quarterly invoices, to reduce the fluctuations between years, and the current year's charges should be lower than those for the previous. A new stapler had also been

purchased for £475. In view of these costs, it had been decided to pay no honorariums in the year. Income from advertising and donations was up by £469. In view of this and the expected lower expenses for the year, advertising rates were not being increased. Lesley had opened an account with Lloyds Bank which can be accessed online, enabling payments by bank transfer to our main supplier and from advertisers. This would now be our main current account, but the Coventry Building Society savings account is being retained for monies not currently needed. Lesley thanked Nigel Stewart for once again examining the Weston News accounts. Lori Weber proposed the acceptance of the treasurer's report and accounts and Eleanor Bette-Bennett seconded it.

### **Elections:**

Officers: There was only one candidate for each post, and so the election/re-election en bloc of the following was proposed by Chris Chowney and seconded by Gill Evans.

Chairman	José Wilson
Editor	Lori Weber
Secretary	Katie Lewis
Treasurer	Lesley Ross

Committee members: The following were the only candidates and their election/re-election en bloc was proposed by Katie Lewis and seconded by Lesley Ross.

Chris Chowney

Gill Evans

Eleanor Bette-Bennett

Venera Town

### **Any Other Business**

General Data Protection Requirement (GDPR): New rules were coming into force on 25 May. Chris Chowney had prepared a privacy statement which is now on the website and would be announced in the June issue of Weston News.

Chris Chowney would also include the minutes of the AGMs on the website when Katie Lewis supplied them.

The cost of the magazines for subscribers outside the village is £2. Receipts in the accounts come from Penyard House and Weston School, and there should be a review of whether this amount still covered the costs of printing the copies.

The print run should now be 615.

The other members of the committee joined Chris Chowney in thanking José Wilson for all she does.

The meeting closed at 6.35 pm.