

**THE ANNUAL GENERAL MEETING
OF
'THE VILLAGE VOICE' ASSOCIATION**

PLACE: Cross Farm Chilmark.

DATE & TIME: Tuesday 19th October 2021 6.00pm

PRESENT:

Richard Eaton; Glen Miller; Sarah Miller; Sir Peter Jennings; Krysia Kirkpatrick; Jo Scott; Mike Scott; Bev Small

MINUTES:

1. The meeting opened at 18.36.
2. It was noted that notice had been given to all recipients of the Village Voice and that the meeting was open for public attendance and a quorum was present.
3. The minutes of the previous meeting of 24th November 2020 were proposed to be accepted by Bev Small and seconded by Sarah Miller and carried by those present.

There were no matters arising.

4. Chairman's Report –The Chairman thanked the whole team for their work during the year in producing an inclusive and unique publication. He thanked Mike for the work collecting the revenue from advertising and managing the finances.
5. Treasurer's Report – There have now been 60 additions of the newsletter published over six years. Financially the year ended with a surplus of £295.50 for the year. Mike Scott thanked the Parish Council for their generous grant and reported that a donation of £100 was received in thanks for helping retrieve a set of keys. Overall, with £910.85 as of the financial year end in the bank Mike felt the Association was financially secure for the next year with adequate cash flow cover for periods when expenditure exceeds income from advertising. It was noted that at present the editorial team are not charging for their IT costs and running costs. Mike Scott particularly thanked Sir Peter Jennings for his support, guidance and sensitivity when setting up the Association and newsletter and his governance over the past six years. It was recommended that an independent person checks and signs off the accounts. (Post meeting note. James Lock has agreed to perform this role and has duly signed off the accounts as of the 22nd October 2021 and a copy is attached to the minutes). The report acceptance was proposed by Sarah Miller and seconded by Bev Small and carried by those present.
6. Committee – Sir Peter Jennings resigned as Chairman. Richard Eaton had indicated that he is prepared to stand and there being no other candidates, Richard Eaton was proposed by Sarah Miller and seconded by Mike Scott. It

was proposed and agreed that the committee should be expanded to include Glen Miller as graphic designer. This was proposed by Bev Small and seconded by Mike Scott. There being no new nominations for other posts on the committee and with all other existing members being prepared to continue in their posts, it was proposed by Bev Small that the committee be reselected and was seconded by all others present. Chairman – Richard Eaton, Editor - Sarah Miller, Treasurer - Mike Scott, Deputy Editor - Bev Small and Graphic Designer – Glen Miller. It was agreed that Richard Eaton be included in the pre-publication distribution.

7. Amendments to the Constitution

No amendments.

8. Any Other Business

1. Discussion took place as to the inclusion of flyers in the newsletter. It was agreed that those relating to village events and charities would be acceptable, but private or commercial flyers would in future not be eligible for inclusion.
2. It was recognised that IT and administrative costs incurred by the production team are not currently covered in the budget but if circumstances change this would be needed to be covered and expenses could be claimed by members of the editorial team it is unlikely that these costs would impact on the viability of the newsletter.
3. Glen reported that he still did not have any back up for production. It was agreed that at some stage this should be addressed.

The meeting closed at 19.10

Jo Scott

Richard Eaton, Chairman

Signed as agreed record

Dated: 23rd October 2021