



HEREFORD CIVIC SOCIETY
2018/19 ANNUAL GENERAL MEETING
to be held at the GREEN DRAGON HOTEL, Broad Street, Hereford
at 7.30pm on 17th October 2019

AGENDA

1. Introduction and welcome
2. Approval of minutes of the AGM held on 18th October 2018
3. Trustees' Report
4. Treasurer's Report and approval of 2018/19 accounts
5. Election of Officers:
 - Chairman
 - Vice-Chairman
 - Treasurer
 - Secretary
6. Election of additional members to the Executive Committee
(minimum of 5, maximum of 15)
7. Any other business

Minutes of Annual General Meeting 18th October 2018

David Fowler welcomed twenty members. The Society has rotated chairmanship of the Society between committee members throughout the past year. It has fallen to David to chair this AGM.

Apologies for absence were received from Viv & Antony Barraclough, John Faulkner and Margaret Jones.

The minutes of the AGM of 19th October 2017 were agreed (proposed John Bothamley, seconded by Ben Nash) and signed, having been published on the web site and sent to all members.

David referred to yet another successful year. The Annual Lecture was well attended and led to Balfour Beatty retaining one of our speakers to look again at proposed changes to St. Owen's Street with the other being retained by ourselves to make proposals to Herefordshire Council for Phase 2 of the Holme Lacy Road initiative to encourage walking and cycling. We detect a more collaborative relationship with HC which augers well for the future. Data Protection - DF described HCS policies/ practices concerning members' personal data.

David reported a small deficit of £75. The Holme Lacy Road study was funded by an anonymous donation. Membership numbers overall were similar to the two previous years. There were no questions. A breakeven budget has been set for 2018/19. Acceptance of the Accounts was proposed by Mo Burns, seconded by Barbara Ferris and carried unanimously.

Election of Officers. Nominations received prior to the meeting: Jeremy Milln (Chairman); John Faulkner (Vice Chairman); Mo Burns (Membership Secretary) and David Fowler (Treasurer). No other nominations had been received. Meeting unanimously agreed to appoint the above four.

Additionally the following were nominated and elected to join the Executive Committee. Ben Nash and John Bothamley to serve a further year. DF sought additional nominations as the constitution sets a minimum of nine committee members. Barbara Ferris and Alan Bucknell accepted being nominated, approved unanimously. Neither Cathy Taggart nor Kim Cooper sought re-election - DF thanked them for their past support. Penny O'Dell resigned during the course of the year. .

There being no further formal business, AGM proceedings were closed. There followed presentations by JM (City Walls), JB (Declaration of May 17th) and DF (Holme Lacy Road study).

HEREFORD CIVIC SOCIETY

(Registered Charity No. 503504)

Report of the Trustees for the twelve month period ended 31 August 2019

Reference and Administrative details

Hereford Civic Society, previously named the Hereford Civic Trust was first registered with the Charity Commission on 16 August 1974. The original constitution adopted on 1 September 1973 was subsequently amended, including change of name on 23 October 2002 and incorporates amendments made on 4 June 2003 following receipt of comments from the Charity Commission.

Management of the Hereford Civic Society

The Executive Committee is responsible for the management and administration of the Society and under charity law are the charity's Trustees. The Executive Committee elected annually includes four officers, who in 2018/9 were:

Chairman	Jeremy Milln (resigned on 4th June 2019)
Vice-Chairman	John Faulkner
Membership Secretary	Mo Burns
Treasurer	David Fowler (appointed Acting-Chairman on 4th June 2019)

Jeremy Milln resigned as Chairman following his election as a City and Herefordshire Councillor in May 2019, but remains a committee member.

The constitution requires the Executive Committee to also include a minimum of five but no more than 15 other members nominated, seconded and elected at the AGM. The following members were elected to the Executive Committee at the AGM held on 18 October 2018:

John Bothamley (editor PLACE)
Ben Nash (organises programme of speakers)
Barbara Ferris
Alan Bucknell

All members of the Executive Committee give of their time freely and receive no remuneration or other financial benefits. The Executive Committee may co-opt members who shall attend in an advisory and non-voting capacity. In addition, the Committee has the power to fill up to 3 casual vacancies occurring between AGMs. Outgoing members of the Executive Committee may be re-elected.

John Bothamley, John Faulkner and Mo Burns have indicated that they will not seek re-election at the coming AGM. They have all provided valuable service on the committee for many years and will be sorely missed. Ben Nash has requested that another take over his role organising our meeting programme. John Bothamley will continue editing our magazine if the new committee so wishes.

The remaining members of the present committee have indicated their willingness to stand again, but appeal for more help, especially from our very informed members. Being part of HCS committee is not onerous, but would be extremely helpful as we continue to strengthen our arguments as experienced commentators on the built environment. As always, there is much to do, and our membership is the backbone of the society. We need to hear more from you, to inform our thinking,

form our collective arguments and together, endeavour to find solutions to OUR city's future health, wealth and wellbeing.

Charity Correspondent

David Fowler, The Stable Cottage, King's Thorn, Herefordshire, HR2 8AJ

Bankers

Lloyds Bank plc 8 High Town, Hereford HR1 2AE

Access for all

There are no obstacles preventing the physically impaired from attending the society's meetings or other events. The Kindle Centre has a lift providing step-free access to the Society's regular meeting room, there is adequate free parking and is located within 10 minutes walking distance of the City centre.

General Data Protection Regulations

Our membership records are kept in both paper and electronic form. They contain your name, address, telephone number and e-mail address (our preferred mode of communication because of cost) you gave us when first becoming a member. We do not retain in either paper or electronic form members' bank account information. The information we hold about members is for the sole purpose of communicating with you and is not shared with other parties.

Risk Management

Appropriate insurance cover is in place covering all of the society's activities.

Objectives

The Society is established for the public benefit for the following purposes in the area comprising the City of Hereford and its surroundings (the area of "benefit"):

1. To promote high standards of planning and architecture in or affecting the area of benefit
2. To educate the public in the geography, history, natural history and architecture of the area of benefit and give related advice and information
3. To secure the preservation, protection, development and improvement of features of historic or public interest in the area of benefit

and in so doing has the power to promote civic pride; promote/ publish research connected with the society's objects; act as a co-ordinating body who share similar aims; make surveys/ prepare maps, collect information in relation to any place or building of beauty or historic interest; hold meetings, lectures and exhibitions

Achievements and Performance

Yet again another successful year with a full programme. Our objectives are met in three ways:

We hold monthly lectures, events and visits. A local election "Hustings" took the place of our annual lecture at the University Centre in Foley Lane in April where 100 members and visitors heard from candidates representing five political groups standing in the May 2019 local elections. Questions from the floor were possibly less strongly put than we had expected, but the election outcome saw the electorate wanting change in local authority decision making.

The summer study trip included a morning in the riverside town of Bewdley where we were well taken care of by the local Civic Society, lunch followed with an opportunity to look around the Severn Valley Railway engine house at Highley. In the afternoon we went to Morville Hall, an Elizabethan mansion owned by the National Trust but rarely open to the public.

In June, we organised a two stage public meeting at the De Koffe Pot cafe entitled "Transport Choices for Hereford's Future". Jesse Norman, MP, formally Highways Minister outlined government policy, the direction he hoped his former department would take and his enthusiasm for ultra light rail, electric vehicles, E-bikes and autonomous vehicles. Professor John Whitelegg followed, illustrating the planning approach to travel in urban areas elsewhere in Europe and asked the question: Why not here? Both sessions were well attended including the Herefordshire Council's Chief Executive, several Council Directors and staff together with five cabinet members and a dozen councillors.

We are pleased to report that many of the ideas included in the "Inspiration Proposal" we commissioned in summer 2018 from consultants Witteveen and Bos were included in the proposals subject to public consultation in January 2019 (South Wye Transport Package; Holme Lacy Road Phase 2 (including improving the much criticised Phase 1). Plans for St Owen's Street cycle contraflow remain outstanding. Generally we are unhappy that there is not separate provision for cyclists and pedestrians. Were cycling to work/ school become more popular, the proposed shared provision for cyclists and pedestrians could possibly be dangerous for pedestrians, children and dogs on a lead. The new administration has placed a hold on all three schemes (as well as the proposed Western Bypass), so we await the outcome of these further deliberations.

We published four editions of PLACE, our quarterly magazine, including two with additional supplements. Our editorial policy is to highlight built environment issues from around the world as well as commenting on local issues. Further we continue to comment on planning applications, both through our non voting seat on the City Council and by submitting comments directly to Herefordshire Council (HC) being the body responsible for the decisions. John Bothamley continues to write a Talking Point article in the Hereford Times where he endeavours to respectfully highlight unacceptable practices regarding our built environment.

John also sits on the Hereford Area Plan (HAP) Steering Group responsible for the HAP's preparation. The new administration is now considering a Supplementary Planning Document instead of the HAP. The much criticised proposed Hereford Design Guide has not been published.

Financial Review

The Society had budgeted to "breakeven" in 2018/19. In the event a small deficit of £97 was recorded (2017/18 £75 deficit), reducing reserves carried forward at year end to £1156 (at 30.08.2018 £1253).

Most meetings were well attended, many attracting non-members whose £3 donation helped offset meeting expenses.

Our quarterly newsletter PLACE continues to represent our largest item of expense and absorbs around two thirds of members subscriptions. We wish to thank our advertisers for their support as this allows us to highlight and canvas the views of members on the many issues currently affecting the city in such a professional way to members, local authority councillors/ officers and the wider Hereford public. The quarterly print run is 1,000 copies.

We are again budgeting "breakeven" for next year - see note 4 of the attached accounts.

Plans for future periods

We maintain our membership of Civic Voice and continue to lobby for an Urban Room which would give the opportunity for locals and visitors to contribute and comment upon Hereford's future plans in a publically shared space.

There are no plans to increase members' subscriptions.

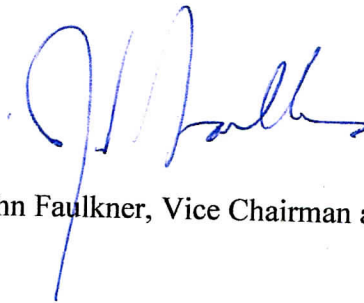
Committee member Jeremy Milln has put together our 2019/20 speaker programme and we look forward to seeing you at our scheduled monthly meetings. Speakers and title of talks can be found on the back page of the current edition of PLACE and on our website www.herefordcivicsociety.org.uk

We declare, in our capacity of Charity Trustees, that

- i. the Executive Committee have approved the report above; and
- ii. has authorised us to sign it on its behalf



David Fowler, Treasurer and Acting Chairman
Date: 14th October 2019



John Faulkner, Vice Chairman and Trustee

HEREFORD CIVIC SOCIETY (CHARITY No 503504)

INCOME and EXPENDITURE ACCOUNT FOR THE FINANCIAL YEAR ENDED 31ST AUGUST 2019

	2019		2018		2017	
	£	£	£	£	£	£
Members Subscriptions						
Received from members	2000.00		2117.00		2117.50	
Income Tax recovery (Gift Aid)	350.80		316.25		391.62	
Christmas memberships	<u>-</u>	2350.80	<u>60.00</u>	2493.25	<u>-</u>	2509.12
Voluntary Sources						
Donations - General		64.75		50.75		441.54
Donation: Witteveen + Bos Straight Mile study gift aid thereon		-	1920.00 <u>480.00</u>	2400.00		-
Outings/ Special Meetings (note 3)						
Outing - net		-		-		11.30
Income		£2,415.55		£4,944.00		£2,961.96
Meeting Expenses						
Room Hire	332.10		394.60		304.80	
Speakers fees/ expenses	90.00		70.00		175.00	
Meeting income visitors/ refreshments	<u>-248.01</u>	174.09	<u>-165.36</u>	299.24	<u>-247.32</u>	232.48
Administration Expenses						
Website	88.15		58.88		276.46	
Insurance	276.11		268.73		266.13	
Membership of National Organisation	206.25		234.50		208.50	
General administrative expense	-		43.84		65.87	
Upcycling lecture banner	<u>-</u>	570.51	<u>54.00</u>	659.95	<u>-</u>	816.96
Quarterly Newsletter - PLACE						
Printing	3123.00		2895.00		2846.27	
Postage	350.04		339.62		360.03	
Advertising Income	<u>-1740.00</u>	1733.04	<u>-1575.00</u>	1659.62	<u>-1585.00</u>	1621.30
Other Expenditure						
Stall at Castle Green Midsummer Fair		35.00		-		-
Stall in High Town on Civic Day		-		-		15.00
Witteveen + Bos Straight Mile study		-		2400.00		-
Expenditure		£2,512.64		£5,018.81		£2,685.74
Net Surplus/ (Deficit) for the year		-£97.09		-£74.81		£276.22

HEREFORD CIVIC SOCIETY (CHARITY No 503504)
Statement of Assets and Liabilities at Year End

BALANCE SHEET

	31st August 2019 £	31st August 2018 £	31st August 2017 £
FIXED ASSETS			
TOTAL FIXED ASSETS		-	-
CURRENT ASSETS			
Bank Accounts			
Lloyds Bank plc - current account	1180.69	1647.23	1701.14
Other monetary Assets:			
Prepaid expenses Insurance	190.25	181.00	177.95
Prepaid expenses Civic Voice	120.75	120.00	149.00
Prepaid expenses IT	37.00	-	-
HMRC Gift Aid claim	-	842.55	-
Debtors - advertising	250.00	188.75	-
TOTAL CURRENT ASSETS	£1,778.69	£2,979.53	£2,028.09
CURRENT LIABILITIES			
PLACE - Advertising income received in advance	562.50	406.25	667.50
Members' subscriptions in advance	60.00	120.00	32.50
Witteveen + Bos UK - Straight Mile study	-	1200.00	-
TOTAL CURRENT LIABILITIES	£622.50	£1,726.25	£700.00
NET CURRENT ASSETS	£1,156.19	£1,253.28	£1,328.09
NET ASSETS at Year End	£1,156.19	£1,253.28	£1,328.09
 ACCUMULATED FUNDS			
Balance at beginning of year	£1,253.28	£1,328.09	£1,051.87
Net Surplus/ (Deficit) for year	-97.09	-74.81	276.22
Balance at end of year	£1,156.19	£1,253.28	£1,328.09
	(31st August 2019)	(31st August 2018)	(31st August 2017)

HEREFORD CIVIC SOCIETY (CHARITY No 503504)

Notes forming part of the financial statements for the year ended 31 August 2019

1. Accounting Policies - Basis of Accounting

The accounts have been prepared on the accruals basis under the historic cost convention. Income and expenditures are recorded in the time period to which they relate and may be different to the time period in which the income is received or the expenditure incurred.

2. Outings	2018/9	2017/8	2016/7
Woodchester Mansion/ Newark Park Outing:			
Income			397.40
Expense			-386.10
Tredager House, Newport Transporter Bridge and Duffrin Social Housing Scheme Outing			
Income		454.00	
Donation		185.20	
gift aid thereon		46.30	
Expense		-685.50	
Bewdley, Highley Engine House and Morville Hall			
Income	763.50		
Donation	48.80		
gift aid thereon	12.20		
Expense	-824.50		
NET	£0.00	£0.00	£11.30

3. Contingent liabilities

There are no contingent liabilities at 31 August 2019 (prior year - none)

4. Proposed Budget for 2019/20

	2019/20 BUDGET	2018/9 ACTUAL
Members subscriptions incl. Gift Aid	2400.00	2350.80
Voluntary Sources	50.00	64.75
Outings/ Special Meetings	-	-
Income - net	£2,450.00	£2,415.55
Meeting Expenses	200.00	174.09
Administration Expenses	600.00	570.51
Quarterly Newsletter - printing & postage - less advertising income	1650.00	1733.04
Other	-	35.00
Expenditure - net	£2,450.00	£2,512.64
Net Surplus/ (Deficit)	£0.00	-£97.09