



HEREFORD CIVIC SOCIETY
2021/22 ANNUAL GENERAL MEETING
to be held at the Kindle Centre
at 8.30pm on Thursday 20th October 2022

AGENDA

- 1. Introduction and welcome
2. Apologies
3. Approval of minutes of the 2020/21 AGM held on 21st October 2021
4. Trustees' Report
5. Election of Officers:
 - Chairman
 - Vice-Chairman
 - Treasurer
 - Secretary
7. Election of additional members to the Executive Committee
(Constitution requires a minimum of 5, maximum of 15)
8. Discussion/ proposals: Plans to mark the Society's 50th anniversary

Minutes of Annual General Meeting 21st October 2021 Held in the Kindle Centre and via Zoom online platform

1. Introduction and welcome

David Fowler, Chairman, welcomed those present, saying he was pleased that the AGM had returned to its usual place as part of the October meeting. There were 24 people in attendance for the first speaker session, 14 at the Kindle Centre and 10 online and the Chair noted that all were welcome to stay for the second part of the meeting. 19 participants (5 online including 1 non-member) stayed for the AGM.

All Members had received the AGM papers by email or paper copy (where no email address was held). Papers had also been available on the HCS website.

Committee Members in Attendance: David Fowler (Chair and Treasurer), Barbara Ferris (Vice Chair), Chris Bucknell, Alan Bucknell, Marcell Lloyd-Hayes and Jeremy Milln.

Apologies – Louise Seal, John Bothamley, Julie Orton Davies, Will Frecknall, Ben Nash

2. Approval of Minutes of the AGM held on 15th April 2021

It was proposed that these were accepted as a true and accurate record

Proposer: Marcelle Lloyd-Hayes **Seconder:** Jeremy Milln

All were in favour and the minutes were duly adopted as a true record of the 2020 AGM (held in April 2021).

3. Trustees' Report

This had been circulated to all Members in advance of the meeting. David Fowler gave an overview of the key points.

The report contained constitutional issues, required by the Charities Commission, and also set out the activities and achievements of the Society during the 12 months to the end of August 2021. The second part of the report set out the Society's plans for the coming year, which would be the 49th year of the Hereford Civic Society.

David Fowler particularly highlighted two points.

Firstly, how much the Committee appreciated the level of Members' support for the Zoomed sessions as well as the outdoor activities which took place during the summer, including events not organised by HCS, which were advertised to Members. For example, of the 12 people taking part on a walk around Hereford organised by the Earth Heritage Trust, 9 were HCS Members.

Secondly David Fowler thanked the Committee Members and volunteers, Andre Poppleston, Peter Taylor, Bob Heath, Christian Montez and particularly Rosalind Peter who had taken over the organisation of the speaker programme and Nigel Higgs who had arranged and managed the Zoom technology which had allowed meetings to continue over lockdown.

The Chair invited Comments and Questions from those present

There were no questions. Barbara Ferris thanked David Fowler for all he had done for the Society over the past year. All the activities had been excellent, and she emphasised that David had done a stunning job bringing things together during a difficult time.

4. Treasurer's Report and Approval of 2020/21 Accounts

Copies the accounts had been sent out to all Members in advance of the Meeting and David Fowler talked through the main points related to income and expenditure, saying that he felt it had been a successful year with the Society being in a strong position financially.

It was proposed the accounts for 2020/21 should be adopted

Proposer: Alan Bucknell **Seconder:** Barbara Ferris

All were in favour and the 2020/21 Accounts were duly adopted

5. Election of Officers and Additional Members to the Executive Committee

The AGM papers had included an invitation to Members to self-nominate themselves to be an Officer or a candidate for election as a member of the Executive Committee. No nominations had been received.

It was noted the Constitution allowed up to a maximum of 15 to join the Committee, with a minimum of 5 necessary to form a quorum.

The present Committee consisted of: David Fowler (Chairman and Treasurer), Barbara Ferris (Vice Chair), Jeremy Milln, Ben Nash, Marcelle Lloyd-Hayes, Chris Bucknell, Alan Bucknell, Will Frecknall. All were willing to be elected for a further year, with the exception of Will Frecknall.

It was therefore proposed that the seven members of the Committee willing to stand for re-election be re-elected en bloc.

Proposer: John Bothomley **Seconder:** Marcelle Lloyd-Hayes

All were in favour and the Officers and Committee were duly elected

David Fowler concluded the meeting by saying that the coming year would be the third and last year he will perform the dual role of Chairman and Treasurer. The Committee are empowered to co-opt additional committee members. The Committee will be looking to do this over the coming months, ideally, through the formation of sub-committees to take on specific tasks e.g.

Environmental; Transport and Active Transport, Social/ activities; Planning outside of the City Conservation Areas; Member Communications; Planning legislation and Planning Guides.

6. Any other Business - There was no other business

The meeting ended at 21.03

HEREFORD CIVIC SOCIETY

(Registered Charity No. 503504)

Chairman's Report for the twelve months period ended 31 August 2022

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. Under charity law they are the charity's Trustees. The Executive Committee elected annually includes four officers, who in 2021/22 were:

Chairman	David Fowler
Vice-Chairman	Barbara Ferris
Secretary	
Treasurer	David Fowler

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 21st October 2021:

Alan Bucknell
Christine Bucknell (membership communications and website)
Marcelle Lloyd-Hayes
Jeremy Milln
Ben Nash

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 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.

A Conservation sub-committee reports to the Executive Committee. The sub-committee members are trustees David Fowler and Jeremy Milln, and members Bob Heath, Christian Montez and Peter Taylor. The sub-committee meet monthly (mostly using zoom) and are tasked with reviewing planning applications for properties in Hereford's conservation areas, or are listed buildings or is a development that affects the setting of a listed building/ conservation area. In most instances written representations are made to Herefordshire Council's Case Officer setting out the Society's comments, objections and occasionally, support of the applicant's proposal. We endeavour to be positive in our comments and suggest where we can, changes that will improve design/ layout/ appearance. We also comment on Herefordshire Council's consultations that are concerned with Planning Strategy with respect to the built environment and transport.

Marcelle Lloyd-Hayes represents the Civic Society on the Hereford City Planning Committee (a non-voting role). Nigel Higgs looks after the on-line aspect of our meetings and edits recordings; Andree Poppleston keeps a watchful eye on new planning applications and alerts the committee on

those that meet the criteria requiring review; Ros Peter arranges our speaker programme. Nigel, Andree and Ros perform valuable roles without being on committee. We welcome members taking on tasks without necessarily becoming a committee member. We are looking to form a Transport sub-committee in the near future, and would welcome interested members to make themselves known. Also, a Membership Secretary and someone to organise meeting refreshments.

We need to hear more from our members, to inform our collective thinking and arguments so that together, we identify solutions to OUR city's future health, wealth and wellbeing.

Charity Correspondent

David Fowler, 21 Venn's Lane, Hereford HR1 1DE

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 the Kindle Centre 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 member's name, address, telephone number and e-mail address (our preferred mode of communication). We do not retain in either paper or electronic form members' bank account information. Members information is held solely for the sole purpose of communicating with you and is not shared with external 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 with other community groups 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

Meeting Programme:

All of this year's meetings allowed face-to-face contact with the speaker at the Kindle Centre, with the majority of these meetings also available on-line via zoom for those wishing to not venture out. We recognise that sometimes that the technology (particularly sound) for these hybrid meetings let us down and accordingly numbers participating in our meetings from home declined. It was heartening that as the year progressed, increasing numbers of members returned to the Kindle Centre.

The 2021/22 meeting programme benefitted from excellent speakers:

Thursday September 16th 2021 "Inspired by Local Heroes": Art exhibition curated by HCS Member Sue Edwards through a My Place Grant, which HCS assisted Susan in securing.

Thursday October 21st 2021 "The People's Bridge – the campaign to build Hereford's Victoria Bridge" Speaker: Rhys Griffiths

Thursday November 18th 2021 "Hereford Arts College" Speaker: Abigail Appleton

Thursday December 16th 2021 "Alfred Watkins and Hereford" Speaker: David Whitehead

Thursday 20th January 2022 "Dr Henry Graves Bull & 19th Century Hereford" (Dr Bull a founding member of the Woolhope Club) Speaker: Dr Henry Connor

Thursday 17th February 2022 "Food farming: beef, beer, cider and spuds" Speaker: Bill Laws

Thursday 17th March 2022 "The City's Mayoral Heritage" Speakers: The Right Worshipful 639th Mayor of Hereford Paul Stevens and the Mayor's Officer John Marshall

Thursday 21st April 2022 "Mills of Hereford City" Speaker: Andy Tatchell

Thursday 19th May 2022 "De-coding the Siege of Hereford" Speaker: Adrian Harvey

Thursday 16th June 2022 "The Hereford Mappa Mundi. Encyclopaedia of the medieval mind". Speaker: Dr. Rosemary Firman

Thursday 21st July 2022 "20's Plenty for Us" Public Lecture at The Left Bank
Speakers: Rod King (Founder and Campaign Director)
and Professor John Whitelegg.

Our website www.herefordcivicsociety.org.uk includes a link to our on-line meeting recordings both for this and prior years.

Our summer "staycation" activities, as in previous years continued to be well supported.

In September 2021, we finally made it to Berkeley in Gloucestershire where we enjoyed informative tours of both Berkeley Castle and Dr Edward Jenner's House & Museum.

This summer, a stroll along the bank of the River Wye from Hereford Cathedral to Warham House in Breinton where curtesy of the Wegg-Prosser family we enjoyed light refreshments before returning.

Our annual outing, as last year slipped into the first week of September when thirty members and friends visited the newly restored Hay Castle and Talgarth watermill.

Planning

A busy twelve months. The Planning sub-committee submitted comments on fourteen new planning applications, as well as tracking progress/ and applicant's revised plans. Many were conversions from commercial/ retail use into residential city centre bed sits and apartments, in particular those in Eign Gate. We do not object to a change of use, but the conversion has to be in sympathy with and have respect for the architecture of the original building and its surroundings. Far too many of these conversions results in accommodation that doesn't meet minimum government space guidelines for residential accommodation. The Planning Officer seemingly having little option but to approve them because Herefordshire Council has not adopted these guidelines as policy.

The proposed conversion of the upper floors of 21-25 Widemarsh Street (includes the Mansion House) into 11 apartments is an example of a development that compromises a building's fabric and heritage.

We have provided assistance to occupants of the former Conservative Club in East Street who will be impacted by a proposed new build in what was once the garden of a house in St. John's Street

Our comments often lead to the applicant submitting revised plans. Only rarely is planning permission refused. Where the applicant sees objections being taken seriously, the tendency is for the planning application to be withdrawn ahead of the decision.

Hereford City Masterplan

This is a new initiative by Herefordshire Council. We have met the consultants ahead of their engaging in a wider public consultation. Herefordshire Council has commissioned large numbers of plans over the past twenty years. What is at issue is a failure to deliver on publicly consulted strategies and plans. On too many occasions, Councillors and Council Officers opportunistically make decisions that either go counter to the consulted-on strategy or claim completion prior to completing what is promised.

Transport

We are aware that opinion within the Society is divided on the merits of having/ not having a by-pass. However, there is almost unanimous support for pedestrian/ cyclist friendly active transport measures.

Work is currently underway in St. Owen Street with a cycle contraflow scheme. The proposal for a cycle path along the Holme Lacy Road from the A49 to the Rotherwas Industrial Estate on which the Society commissioned its own consultant's report in 2018, has been reactivated, as are proposals to make Broad Street/ King Street more pedestrian friendly.

A guiding design principal in the Hereford Transport Packages published in early 2019 included the sharing of space by cyclists and pedestrians. We have long argued for separate provision and welcome the change in government policy which means that such schemes will not be funded.

Financial Review

Page 1 of the accounts, sets out the Income and Expenditure for 2021/22, resulting in a surplus of £825 (2020/21, a surplus of £815). The increase in meeting expenses reflected the return to meeting at the Kindle Centre. Room hire expenditure includes hiring of The Left Bank for our Public Lecture, 20's Plenty held in July. This was paid by an anonymous doner (included in donations). In addition, a generous donation was received from a member of the public who sought planning application advice.

Your committee have set aside £1,000 of the society's reserves (and proposes doing the same next year) into a designated account for a project or projects that will appropriately celebrate the Society's 50th year.

Page 2 sets out the Society's Balance Sheet.

Page 3. The retiring committee's proposed budget for next year is shown in Note 4. At the AGM, we will invite members to propose activities that we might include in our 50th Anniversary year.

Future Plans

There are no plans to increase members' subscriptions which remain at £15 (single); £25 (joint).

Urban Room:

We will lobby Herefordshire Council for an Urban Room (PLACE Winter 2019/20) enabling both locals and visitors to contribute/ comment upon Hereford's future plans in a publicly shared space.

The society is a member of the Urban Rooms Network. The Network is presently designing a Toolkit, which when available will assist us in promoting our vision for an Urban Room.

Membership of National Organisation

Hereford Civic Society will remain a committed member of Civic Voice (the national organisation for the Civic Society movement) and their West Midlands Regional Group, where we actively engage with fellow societies on national issues.

We will continue to liaise with colleagues in Ledbury, Leominster and Ross-on-Wye Civic Societies.

A Big Thank You

Thank you to members and supporters for your support

Thank you to our Conservation Planning sub-committee

Andree Poppleston who sifts through all new Planning Applications

Nigel Higgs and The Left Bank Village for giving us of their time, advice and expertise that has enabled the delivery of our meetings using Zoom.

Ros Peter for inviting interesting, informative and entertaining speakers and not least to fellow members of the Management Committee



David Fowler, Chairman

Date: 20th October 2022

HEREFORD CIVIC SOCIETY (CHARITY No 503504)
INCOME and EXPENDITURE ACCOUNT
FOR THE FINANCIAL YEAR ENDED 31ST AUGUST 2022

INCOME	2022		2021		2020	
	£	£	£	£	£	£
Members Subscriptions						
Received from members	1430.00		1320.00		1865.50	
Income Tax recovery (Gift Aid)	<u>265.06</u>	1695.06	<u>216.77</u>	1536.77	<u>333.31</u>	2198.81
Voluntary Sources						
Donations - General	491.75		23.75		24.75	
- gift aid on donations	115.00					
Herefordshire Council - Zoom Grant	-		28.78		57.56	
"My Place" grant: Homage to Local Heroes	<u>-</u>	606.75	<u>-</u>	52.53	<u>2000.00</u>	2082.31
Outings/ Special Meetings (note 3)						
Outing - net		-		-		-
TOTAL INCOME		£2,301.81		£1,589.30		£4,281.12
EXPENDITURE						
Meeting Expenses						
Room Hire	629.10		-		254.70	
Zoom licence	86.22		135.03		57.56	
Speakers fees/ expenses	303.00		50.00		100.00	
Meeting income visitors/ refreshments	<u>-152.20</u>	866.12	<u>-</u>	185.03	<u>-261.00</u>	151.26
Administration Expenses						
Website	109.00		112.40		140.34	
Insurance	337.83		285.36		285.36	
Membership of National Organisation	<u>163.50</u>	610.33	<u>191.50</u>	589.26	<u>189.25</u>	614.95
Quarterly Newsletter - PLACE						
Printing	-		-		1922.00	
Postage	-		-		208.18	
Provision against non collection of income	-		-		250.00	
Advertising Income	<u>-</u>	-	<u>-</u>	-	<u>-875.00</u>	1505.18
Other Expenditure						
Stall at Castle Green Midsummer Fair		-		-		-
Homage to Local Heroes exhibition (September 2021)		-		-		2000.00
TOTAL EXPENDITURE		£1,476.45		£774.29		£4,271.39
Net Surplus/ (Deficit) for the year		£825.36		£815.01		£9.73
Transfer to 50th Anniversary designated account		1000.00		-		-
Net Surplus/ (Deficit) for the year		-£174.64		£815.01		£9.73

HEREFORD CIVIC SOCIETY (CHARITY No 503504)

Statement of Assets and Liabilities at Year End

BALANCE SHEET

	31st August 2022 £	31st August 2021 £	31st August 2020 £
FIXED ASSETS			
TOTAL FIXED ASSETS	-	-	-
CURRENT ASSETS			
Bank Accounts			
Lloyds Bank plc - current account	2465.90	2133.90	1385.74
Other monetary Assets:			
Debtors			
HMRC Gift Aid claim	403.72	215.00	333.31
Debtors - advertising (net of provision)	250.00	250.00	250.00
Prepaid Expenses			
Insurance	295.17	190.25	190.25
Membership of Civic Voice	109.00	109.00	137.00
Website domain	32.00	42.00	55.40
Zoom	28.00	42.28	-
TOTAL CURRENT ASSETS	£3,583.79	£2,982.43	£2,351.70
CURRENT LIABILITIES			
Income received in advance			
Advertising income received in advance	62.50	62.50	62.50
Members' subscriptions in advance	55.00	45.00	42.50
"My Place" grant: Homage to Local Heroes	-	400.00	900.00
Herefordshire Council Zoom grant	-	-	28.78
Outing deposits	660.00	494.00	152.00
TOTAL CURRENT LIABILITIES	£777.50	£1,001.50	£1,185.78
NET CURRENT ASSETS	£2,806.29	£1,980.93	£1,165.92
NET ASSETS at Year End	£2,806.29	£1,980.93	£1,165.92
ACCUMULATED FUNDS			
Balance at beginning of year	£1,980.93	£1,165.92	£1,156.19
Net Surplus/ (Deficit) for year	-174.64	815.01	9.73
Balance at end of year, undesignated	£1,806.29	£1,980.93	£1,165.92
50th Anniversary designated account	1000.00	-	-
Balance at end of year	£2,806.29	£1,980.93	£1,165.92
	(31st August 2022)	(31st August 2021)	(31st August 2020)

HEREFORD CIVIC SOCIETY (CHARITY No 503504)

Notes forming part of the financial statements for the year ended 31 August 2022

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

	2021/22	2020/21	2019/20
Berkeley Castle & Edward Jenner's House/ Museum			
Income	874.00	-	-
Donation	97.68	-	-
gift aid thereon	24.42	-	-
Expense	-996.10	-	-
NET	£0.00	£0.00	£0.00

3. Contingent liabilities

There are no contingent liabilities at 31 August 2022, other in respect of the outing to Hay Castle and Talgarth Mill that took place on 7th September 2022
Prior year: Outing to Berkeley Castle

4. Proposed budget 2022/23

	ACTUAL 2020/21	ACTUAL 2021/22	BUDGET 2022/23
Income			
Donations - General (incl Gift Aid)	23.75	606.75	200.00
Members subscriptions	1320.00	1430.00	1750.00
Gift Aid income tax recovery	216.77	265.06	300.00
Zoom grant	28.78	-	
Total Income:	£1,589.30	£2,301.81	£2,250.00
Direct Charitable Expenditure			
Speaker's fees	50.00	303.00	300.00
Hire of meeting room	-	629.10	360.00
Zoom licence	135.03	86.22	100.00
Website Expenses	112.40	109.00	120.00
Insurance	285.36	337.83	380.00
Membership of National Organisation	191.50	163.50	163.50
	774.29	1628.65	1423.50
Meeting Income (refreshments/ visitors)	-	-152.20	-200.00
Total Direct Charitable Expenditure	774.29	1476.45	1223.50
Net surplus/(deficit)	£815.01	£825.36	£1,026.50
HCS Design Awards (designated account)	-	1000.00	1000.00
Net surplus/(deficit) undesignated	£815.01	-£174.64	£26.50