



HEREFORD CIVIC SOCIETY  
2019/20 ANNUAL GENERAL MEETING  
to be held via the Zoom platform  
at 8.15pm on 15th April 2021

AGENDA

1. Introduction and welcome
2. Approval of minutes of the AGM held on 15th October 2019
3. Trustees' Report
4. Treasurer's Report and approval of 2019/20 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 15<sup>th</sup> October 2019

David Fowler as the Society's Acting Chairman in his welcoming address, apologised for the delayed start to the meeting. Many more than expected were in attendance.

There were 51 persons in attendance, 35 members and 16 visitors. (20 members and no visitors in 2017/18).

Apologies for absence had been received from Mrs Victoria Wegg-Prosser and Mr Philip Baldwin.

The minutes of the AGM of 18th October 2018 were agreed (proposed by Barbara Ferris, seconded by Penny Wicks) and signed, having been published on the website and sent to all members.

David referred to another successful year. A local election "Hustings" in April took the place of the Annual Lecture where 100+ members and visitors heard from the candidates representing five political groups. The election led to a change in control of Herefordshire Council and the election of Jeremy Milln, the Society's chairman as a Hereford City and Herefordshire Council Councillor. Given that this could be regarded as creating a conflict of interest, Jeremy agreed to step down as chair of the Society, although remains on committee. The Executive Committee appointed David Fowler as Acting Chair for the remainder of the Society's year.

David reported a small deficit of £97 in 2018/19 and reserves at year end of £1156 which was thought a satisfactory outcome.

Membership numbers overall were similar to the two prior years.

There were no questions. A breakeven budget was set for 2019/20. Acceptance of the Accounts was proposed by John Faulkner, seconded by Marcelle Lloyd-Hayes and carried unanimously.

### Election of Officers.

David thanked John Faulkner, Mo Burns and John Bothamley for all their years of service as Officers and Committee Members of the Society, each having decided to not seek re-election at this AGM. John Bothamley advised the meeting of his willingness to remain editor of the Society's magazine PLACE if that were the committee's desire.

No nominations had been received for Chair. David Fowler accepted a nomination to act pro tem: proposed by Barbara Ferris, seconded by Alan Bucknell

Vice-chairman: Barbara Ferris. Proposed by John Bothamley, seconded by David Fowler

Treasurer: David Fowler. Proposed by Jeremy Milln, seconded by Andree Poppleston.

Secretary: There were no nominations for this post. A proposal was made by Stuart Edinborough for a change in constitution to allow the same person to act as Treasurer and Secretary.

Election of additional Committee Members (constitution requires a minimum of 5, and no more than 15). Alan Bucknell, Jeremy Milln and Ben Nash to serve a further year. Proposed (en bloc) by Andree Poppleston, seconded by Stuart Edinborough. Election of new members to join the committee: Marcelle Lloyd-Hayes. Proposed by Mo Burns, seconded by Barbara Ferris and Chris Bucknell proposed by John Faulkner, seconded by Mo Burns.

Will Frecknall offered and was accepted as co-ordinator for distribution of PLACE magazine (and subsequently co-opted to committee). Chris Bucknell offered to take minutes at committee meetings.

There being no further formal business, AGM proceedings were closed. There followed a talk by Julian Vaughan on his and other local investors' plans for the Green Dragon Hotel, following its recent extensive refurbishment.

# HEREFORD CIVIC SOCIETY

(Registered Charity No. 503504)

## Report of the Trustees for the twelve months period ended 31 August 2020

### 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 2019/20 were:

Chairman	David Fowler
Vice-Chairman	Barbara Ferris
Secretary	Christine Bucknell
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 17<sup>th</sup> October 2019:

Alan Bucknell	
William Frecknall	
Marcelle Lloyd-Hayes	
Jeremy Milln	(organiser of speaker programme)
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 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.

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 and are tasked with reviewing all Planning Applications that affect Hereford's conservation areas, listed buildings and development that affects their setting. In most instances written representations are made to the 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.

Marcelle Lloyd-Hayes represents the Civic Society on the Hereford City Planning Committee (a non-voting role). Andree Poppleston keeps a watchful eye on new planning applications and alerts the committee on those that meet the criteria requiring review.



The present committee have indicated a willingness to continue in their present roles. Our constitution allows for up to 10 additional members to be co-opted and the committee would welcome your assistance. 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.

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, 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 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 because of cost). 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 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 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

This year was a year of two halves.

### Meeting Programme:

Our programme of monthly lectures at the Kindle Centre came to an abrupt halt after our February 2020 meeting as the UK entered the first “lockdown”, the introduction of social distancing and the ban on non-family groups from meeting. It took a little while to realise that these measures were not temporary, meaning that we had to look afresh at how we interact with members and the causes that are important to us.

The Civic Society hosted a General Election "Hustings" at the Kindle Centre on November 22 2019. A good-natured meeting where all four candidates set out their respective party's policies, each candidate in turn answering questions posed by an audience numbering around 100.

The 2019/20 meeting programme benefitted from excellent speakers:

September 2019. Bill Laws: Herefordshire's Home Front during the 1939-45 war, the subject of his recent book

October 2019. Julian Vaughan: AGM Meeting held at the Green Dragon on the refurbishment of this fine hotel

November 2019. Marsha Mahoney: author of River Voices. Stories from the River Wye

December 2019. Elly Deacon-Smith and Matt Hayes: the work of their architectural practice in designing highly efficient buildings

January 2020. Alex Coppock of Communion Architects: Transforming spaces, inspiring places. Fusing the best of the old and new to make buildings to enjoy and endure

February 2020. Robert Heath: a career conserving stonework in old buildings

Then covid arrived. The Society took advantage of a Herefordshire Council grant to test virtual meeting technology and in July 2020 Nic Howes became our first speaker to present a members' meeting using Zoom. We decided to record each meeting, meaning that it is available to members and others not attending. We estimate that the average attendance at each virtual meeting exceeds the number who would otherwise have attend the same meeting at the Kindle Centre by around 50%.

### Hereford Transport Strategy Review

In the second half of 2020, Herefordshire Council conducted a Hereford Transport Strategy Review. The Civic Society was an active Stakeholder Reference Panel participant. We were one of around twenty community organisations involved, who debated/ challenged consultants on options/ alternatives to the western by-pass, Southern Link Road, the South Wye and Hereford Transport Packages. All meetings were virtual meetings using zoom. The Civic Society had set out its proposals for Active Travel in the Holme Lacy Road “Inspiration Study” commissioned from consultants Witteveen and Bos in Spring 2018 (published in PLACE, Autumn 2018).

We are aware that opinion in the Society is divided on the merits of having/ not having a by-pass. However, there is near unanimous support for pedestrian/ cyclist friendly active transport measures. Almost all the design principles set out in our Inspiration Study are reflected in the Hereford Transport Strategy Review recommendations. These were formally adopted by Herefordshire Council in early 2021. Herefordshire Council say they “**have committed funding in 2021/22 to take this work forward along with capital transport projects including the transport hub** (PLACE Summer 2019) **and active transport improvements**” (John Harrington press release 8th March 2021).



## **Annual Study Trip**

Government travel and social distancing regulations prevented the intended July 2020 study trip to Berkeley Castle and Dr Edward Jenner's House & Museum: disappointing as more members had signed up this trip than for any that we've organised during these past five years. It is our intention to reschedule this trip in late summer 2021, or failing that, in Spring/ Summer 2022.

## **Planning**

During 2019/20, the Society commented on ten local Planning Applications, approximately one a month. Those involving complex issues included:

	<u>Decision at 01.04.21</u>
Site opposite Lower House Farm, Tupsley: construction of 10 houses	No decision
Underwoods site: construction of student accommodation	resubmitted, 01.04.21
Morrisons: construction of vehicle valeting centre in carpark	No decision
St Nicholas Rectory: demolition, construction of 9 (tiny) houses	Approved 29.03.21
Walney Lane: single home in field looking over the Lugg Meadows	Refused on appeal

Since year end (31.08.20), we've commented on twenty-four planning applications, that's four a month. Many are conversions from commercial/ retail into residential city centre apartments. A recurring criticism is that they are badly designed, too cramped providing less space than the minimum required by Government.

Herefordshire Council have made no progress in taking forward a Hereford Area Plan (HAP), or a Supplementary Planning Document instead of the HAP. Likewise the proposed Hereford Design Guide, which of course omitted consideration for Herefordshire's market towns and rural settings.

## **PLACE Magazine**

During 2019/20 we published three editions of PLACE, the last in Spring 2020 contained articles on housing to tie in with the intended April 2020 Annual Hereford Civic Society Lecture. Vicki Tomlinson, Development Director at Connexus was to be our speaker. We are pleased to report that Vicki is to speak at the coming May 2021 meeting. Distribution of paper copies of this magazine was not possible. The majority (over 800) going to non-members, normally placed in cafe paper racks, the booking office at Hereford Station, in libraries, doctors', dentists' and solicitors' waiting rooms, all of which were closed or if not closed, where all printed material was withdrawn.

The Spring edition coincided with the annual renewal of most advertising commitments – an impossible task at a time when businesses had their own issues concerning viability. We have waived payment of advertising in the Spring 2020 edition of PLACE and the attached accounts have been drawn up accordingly. Prior to Christmas 2019, the editor advised the committee that for personal reasons he felt unable to continue in post. The Spring 2020 edition was to be his last issue. A big big thanks to John Bothamley for his commitment to the Society, in particular to the production of such a high quality/ interesting magazine throughout his tenure as editor.

## **Homage to Local Heroes Exhibition (jointly funded by the Elmley Foundation and Herefordshire's A Great Place project)**

The Society applied for a £2,000 grant to stage the above exhibition at the Hereford Art Gallery in Broad Street, originally to take place over nine weeks in September and October 2020. Grant Applications from individuals were not allowed. Because of covid, the exhibition will now take place in September 2021 when the remaining unspent grant £900 will be used to defray exhibition expenses. At all times, the Society's liability has been limited to the amount of the grant.

## **Financial Review**

The Society had budgeted to "breakeven" in 2019/20. A nominal surplus of £10 was recorded. This compares with a small deficit of £97 in 2018/19. Reserves carried forward at year-end total £1166 (at 30.08.2019, £1156).

## **Future Plans**

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 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 publically shared space.

There are no plans to increase members' subscriptions.

In these uncertain times, it is not possible to set a meaningful budget for 2020/21. Expenditure is being minimised.

We recognise the support members have given to our virtual meeting programme. We have however noticed the absence of some members who either don't own the required computer equipment or who prefer "real" meetings and the social interchange with the speaker and fellow members.

As we are about to exit from current Government restrictions on movement and social distancing, we are investigating the necessary equipment that would allow members preferring not to venture out, to continue to participate in meetings as and when the meetings return to the Kindle Centre.

## **A Big Thank You**

Thank you to members and supporters for your support in what has been a most difficult twelve months. To members for supporting a new way of communicating with you; to our Conservation Planning Group sub-committee and Andree who sifts through all new Planning Applications; to Nigel Higgs and The Left Bank Village, for giving us of their time, advice and expertise that has enabled the delivery of our Zoom meetings in such a well organised and professional way.

We declare, in our capacity of Charity Trustees, that

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



David Fowler, Chairman  
Date: 30 March 2021

Barbara Ferris, Vice Chairman



# HEREFORD CIVIC SOCIETY (CHARITY No 503504)

## INCOME and EXPENDITURE ACCOUNT FOR THE FINANCIAL YEAR ENDED 31ST AUGUST 2020

	2020		2019		2018	
	£	£	£	£	£	£
<b>INCOME</b>						
<b>Members Subscriptions</b>						
Received from members	1865.50		2000.00		2117.00	
Income Tax recovery (Gift Aid)	333.31		350.80		316.25	
Christmas memberships	<u>-</u>	2198.81	<u>-</u>	2350.80	<u>60.00</u>	2493.25
<b>Voluntary Sources</b>						
Donations - General		24.75		64.75		50.75
Donation: Witteveen + Bos Straight Mile study		-		-	1920.00	
gift aid thereon		-		-	<u>480.00</u>	2400.00
Herefordshire Council - Zoom Grant		57.56		-		-
"My Place" grant: Homage to Local Heroes		2000.00		-		-
<b>Outings/ Special Meetings (note 3)</b>						
Outing - net		-		-		-
<b>TOTAL INCOME</b>		<b>£4,281.12</b>		<b>£2,415.55</b>		<b>£4,944.00</b>
<b>EXPENDITURE</b>						
<b>Meeting Expenses</b>						
Room Hire	254.70		332.10		394.60	
Zoom licence	57.56		-		-	
Speakers fees/ expenses	100.00		90.00		70.00	
Meeting income visitors/ refreshments	<u>-261.00</u>	151.26	<u>-248.01</u>	174.09	<u>-165.36</u>	299.24
<b>Administration Expenses</b>						
Website	140.34		88.15		58.88	
Insurance	285.36		276.11		268.73	
Membership of National Organisation	189.25		206.25		234.50	
General administrative expense	-		-		43.84	
Upcycling lecture banner	<u>-</u>	614.95	<u>-</u>	570.51	<u>54.00</u>	659.95
<b>Quarterly Newsletter - PLACE</b>						
Printing	1922.00		3123.00		2895.00	
Postage	208.18		350.04		339.62	
Provision against non collection of income	250.00		-		-	
Advertising Income	<u>-875.00</u>	1505.18	<u>-1740.00</u>	1733.04	<u>-1575.00</u>	1659.62
<b>Other Expenditure</b>						
Stall at Castle Green Midsummer Fair		-		35.00		-
Witteveen + Bos Straight Mile study		-		-		2400.00
Homage to Local Heroes exhibition (September 2021)		2000.00				
<b>TOTAL EXPENDITURE</b>		<b>£4,271.39</b>		<b>£2,512.64</b>		<b>£5,018.81</b>
<b>Net Surplus/ (Deficit) for the year</b>		<b>£9.73</b>		<b>-£97.09</b>		<b>-£74.81</b>

# HEREFORD CIVIC SOCIETY (CHARITY No 503504)

## Statement of Assets and Liabilities at Year End

### BALANCE SHEET

	31st August 2020 £	31st August 2019 £	31st August 2018 £
<b>FIXED ASSETS</b>			
<b>TOTAL FIXED ASSETS</b>	-	-	-
<b>CURRENT ASSETS</b>			
Bank Accounts			
Lloyds Bank plc - current account	1385.74	1180.69	1647.23
Other monetary Assets:			
Debtors			
HMRC Gift Aid claim	333.31	-	842.55
Debtors - advertising (net of provision)	250.00	250.00	188.75
Prepaid Expenses			
Insurance	190.25	190.25	181.00
Membership of Civic Voice	137.00	120.75	120.00
Website domain	55.40	37.00	-
<b>TOTAL CURRENT ASSETS</b>	<b>£2,351.70</b>	<b>£1,778.69</b>	<b>£2,979.53</b>
<b>CURRENT LIABILITIES</b>			
Income received in advance			
Advertising income received in advance	62.50	562.50	406.25
Members' subscriptions in advance	42.50	60.00	120.00
Witteveen + Bos UK - Straight Mile study	-	-	1200.00
"My Place" grant: Homage to Local Heroes	900.00	-	-
Herefordshire Council Zoom grant	28.78	-	-
Deposits re postponed Trip to Berkeley Castle	152.00	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>£1,185.78</b>	<b>£622.50</b>	<b>£1,726.25</b>
<b>NET CURRENT ASSETS</b>	<b>£1,165.92</b>	<b>£1,156.19</b>	<b>£1,253.28</b>
<b>NET ASSETS at Year End</b>	<b>£1,165.92</b>	<b>£1,156.19</b>	<b>£1,253.28</b>
<b>ACCUMULATED FUNDS</b>			
Balance at beginning of year	£1,156.19	£1,253.28	£1,328.09
Net Surplus/ (Deficit) for year	9.73	-97.09	-74.81
Balance at end of year	£1,165.92	£1,156.19	£1,253.28
	(31st August 2020)	(31st August 2019)	(31st August 2018)

# HEREFORD CIVIC SOCIETY (CHARITY No 503504)

## Notes forming part of the financial statements for the year ended 31 August 2020

### 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	2019/20	2018/19	201718
Berkeley Castle & Edward Jenner's House/ Museum			
2019/20 outing postponed			
Income	-		
Donation	-		
gift aid thereon	-		
Expense	-		
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	
<b>NET</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>

### 3. Contingent liabilities

There are no contingent liabilities at 31 August 2020 (prior year - none)