



HEREFORD CIVIC SOCIETY
2017/18 ANNUAL GENERAL MEETING
to be held at the KINDLE CENTRE, adjacent to ASDA, BELMONT, HEREFORD HR2 7JE
at 7.30pm on 18th October 2018

AGENDA

1. Introduction and welcome
2. Approval of minutes of the AGM held on 19th October 2017
3. Trustees' Report
4. Treasurer's Report and approval of 2017/18 accounts
5. Election of Officers:
 - Chairman
 - Vice-Chairman
 - Treasurer
 - Membership Secretary(nominations prior to the meeting to David Fowler please)
6. Election of additional members to the Executive Committee
(minimum of 5, maximum of 15. No advance notice of nominations required)
7. Any other business

On conclusion of the AGM, there will be a number of short presentations on matters on which the committee have and continue to actively campaign.

Minutes of Annual General Meeting 19th October 2017

The Chairman, John Bothamley, welcomed members and visitors.

The minutes of the AGM of 20th October 2016 were agreed (proposed John Faulkner, seconded by Alan Bucknell) and signed, having been published on the web site and sent to all members.

JB referred to yet another successful year mentioning our four strands of work. In particular he was pleased to report on the successful HCS Pre-consultation process and the planning consent on the former Boys' Home in Bath Street, based on a proposal by our Society.

David Fowler, Treasurer, reported that after a difficult year in 2015, HCS has experienced an upward trend - increased membership, small surplus of income and a conservatively set budget for next year showing breakeven. There were no questions. Acceptance of the Accounts was proposed by Penny Wick, seconded by Barbara Ferris and carried unanimously.

Election of Officers. John Bothamley confirmed his standing down as Chairman and as there were no nominations for the post, the meeting agreed that he continue to chair the meeting. John Faulkner as Vice Chairman (proposed JB, seconded DF); Mo Burns (proposed Barbara Ferris, seconded Ben Nash) as Membership Secretary and David Fowler (proposed Andree Poppleston; seconded Penny Wick) as Treasurer were duly elected. No other nomination had been received.

Additionally the following were nominated and elected to join the Executive Committee. Penny O'Dell (proposed JB, seconded DF) who was co-opted during the past year to undertake website and member communication work. Cathy Taggart and Ben Nash were re-elected to serve another year. The Chairman introduced Kim Cooper and Jeremy Milln to the meeting. Each provided a resume of their work, experience and interests - much directly relevant to HCS - both were proposed by Barbara Ferris and seconded by Penny Wick. Neither Huw Rees nor Martin Gilliland had sought re-election - JB thanked them for their past support.

JB spoke confidently of the future with much to do and appealed for further help to assist with the smooth running of the Society. The new committee is set to meet on the 23rd October 2017 to decide on priorities and allocation of duties.

There being no other formal business, AGM proceedings were closed. There followed a presentation by Steve Kerry, Clerk to the Hereford City Council.

HEREFORD CIVIC SOCIETY

(Registered Charity No. 503504)

Report of the Trustees for the twelve month period ended 31 August 2018

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 2017/8 were:

Chairman	vacant (committee members took turns to chair meetings)
Vice-Chairman	John Faulkner
Membership Secretary	Mo Burns
Treasurer	David Fowler

Nominations for the election of officers need to be made in writing to the Hon Secretary at least 14 days before the AGM, supported by a seconder and the consent of the proposed nominee. Outgoing Officers may be re-elected.

The Executive Committee also includes 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 19 October 2017:

John Bothamley	
Kim Cooper	
Jeremy Milln	
Ben Nash	
Penny O'Dell	resigned with effect from 31 March 2018. We thank Penny for successfully redesigning our website www.herefordcivicsociety.org.uk
Cathy Taggart	

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.

The present committee have indicated their willingness to stand again, but would like to appeal for more help, especially from our very informed members. Being part of HCS committee need not be 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, e-mail address and the telephone number you gave us when first becoming a member. We do not retain in either paper or electronic form members' bank account information. The bank standing order form many of you signed was sent to your bank without your account details being transcribed or copied. The information we hold about members is for the sole purpose of communicating with you. For cost reasons, our preferred method of communication is by e-mail so as to remind you of forthcoming meetings, annual subscriptions when due, providing AGM agenda papers in advance of the AGM meeting. We use the Royal Mail to post your quarterly newsletter when not collected at the meeting in the month of publication (January, April, July and October). For members where we do not possess an e-mail address, subscription reminders and AGM papers are sent by post. Be assured no other organisation has access to our membership records, nor would we share or sell those records to another party.

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 increased membership numbers and a full programme. Our objectives are met in three ways:

We hold monthly lectures, events and visits. Our annual lecture at the University Centre in Foley Lane was entitled **Upcycling Cycling** and saw over 100 members and visitors hear from two enlightened highway designers – Jess Read and Brian Deegan. Their pitch was so persuasive that Balfour Beatty has retained Brian to undertake a peer review on their plans for St Owen's Street. Also from this meeting a Declaration of 17th May was drafted, being a schedule of what HCS committee feel should be the backbone of a highway policy for the City.

The summer study visit included the transporter bridge at Newport, with some members crossing by the high level walk way, a special behind the scenes guided tour at Tredegar House and a walk around the 1970's social housing estate at Duffryn.

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 the 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.

We continued a pre-consultation process, in conjunction with the HC, being a group of interested stakeholders with the objective of ironing out some of the complicated issues before going out to public consultation. On the 'long consulted-on' proposed improvements to St. Owens' Street and the Holme Lacy Road/ Straight Mile we are less than pleased with the result. John Bothamley sits on the Hereford Area Plan (HAP) Steering Group responsible for the HAP's preparation, and is exasperated by the slow progress in commissioning the Supplementary Planning Design Report (work only being commissioned in September 2018).

On a more positive note, in response to the ugly upgrading and poor provision for cyclists and pedestrians along the Holme Lacy Road, we commissioned consultants Witteveen and Bos to consider options to improve this road and on to the Straight Mile. Working with support and co-operation from Herefordshire Council, the result, an 'Inspiration' document that demonstrates how a better design provides an improved experience for cyclists and pedestrians, creating an enhanced 'sense of place' and an attractive alternative to car use. This will be published in October 2018 and discussed at the AGM. We look forward to further successful collaborations with Herefordshire Council in 2018/19.

Financial Review

The Society budgeted to "breakeven" in 2017/18. In the event a small deficit of £75 was recorded (2016/17 £276 surplus).

An anonymous donation made possible our funding of the work by Witteveen + Bos) - see above.

Membership income was flat, subscriptions from new members were sufficient to replace income from members who fell away. Most meetings were well attended, many attracting non-members whose £3 donation helped offset meeting expenses.

Our quarterly newsletter PLACE represents our largest item of expense. One advertiser, Wiltshire Farm Foods decided not to renew their commitment, replaced by the Dentist at Tupsley and architectural practices Heald Partnership and Hook Mason. A big thank you to all our advertisers since their support allows us to highlight and canvas the views of members, the local authority and the wider Hereford public on the many issues currently affecting the city.

We are again budgeting "breakeven" for next year - see note 3 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 Ben Nash has assembled a 2018/19 speaker programme of interest to members and non-members alike, and we look forward to seeing you at our meetings on the third Thursday of each month (other than July/August).

Local elections take place on Thursday May 2nd 2019. With that in mind, our April meeting will be held on Thursday April 11th at the University Centre, Folly Lane - a mammoth hustings meeting where all our political parties will be given a platform to tell us of their plans for the future of Hereford and (hopefully) providing answers to our questions!

Speakers and title of talks can be found on the back page of the current edition of PLACE or on our website www.herefordcivicsociety.org.uk

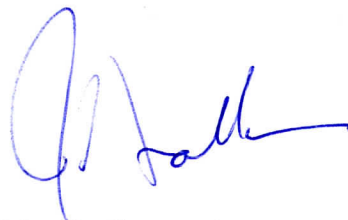
You quite rightly expect us to be at the centre of the debates around the Hereford Area Plan, the City Walls, the Supplementary Design Guide, the By-pass, the Library and Museum Service and much more.

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 Trustee
Date: 21st September 2018



John Faulkner, Vice Chairman and Trustee

HEREFORD CIVIC SOCIETY (CHARITY No 503504)

INCOME and EXPENDITURE ACCOUNT FOR THE FINANCIAL YEAR ENDED 31ST AUGUST 2018

	2018		2017		2016	
	£	£	£	£	£	£
Members Subscriptions						
Received from members	2117.00		2117.50		1975.00	
Income Tax recovery (Gift Aid)	316.25		391.62		327.25	
Christmas memberships	<u>60.00</u>	2493.25	<u>-</u>	2509.12	<u>-</u>	2302.25
Voluntary Sources						
Donations - General		50.75		441.54		31.00
Donation: Witteveen + Bos Straight Mile study	1920.00					
gift aid thereon	<u>480.00</u>	2400.00				
Outings/ Special Meetings (note 3)						
Outing - net		-		11.30		40.24
Income		£4,944.00		£2,961.96		£2,373.49
Meeting Expenses						
Room Hire	394.60		304.80		372.81	
Speakers fees/ expenses	70.00		175.00		250.00	
Meeting income visitors/ refreshments	<u>-165.36</u>	299.24	<u>-247.32</u>	232.48	<u>-514.15</u>	108.66
Administration Expenses						
Website	58.88		276.46		319.51	
Insurance	268.73		266.13		251.91	
Membership of National Organisation	234.50		208.50		196.00	
General administrative expense	43.84		65.87		22.72	
Upcycling lecture banner	<u>54.00</u>	659.95	-	816.96	-	790.14
Quarterly Newsletter - PLACE						
Printing	2895.00		2846.27		2690.15	
Postage	339.62		360.03		243.97	
Advertising Income	<u>-1575.00</u>	1659.62	<u>-1585.00</u>	1621.30	<u>-1542.50</u>	1391.62
Other Expenditure						
Stall in High Town on Civic Day		-		15.00		-
Witteveen + Bos Straight Mile study		2400.00		-		-
Expenditure		£5,018.81		£2,685.74		£2,290.42
Net Surplus/ (Deficit) for the year		-£74.81		£276.22		£83.07

HEREFORD CIVIC SOCIETY (CHARITY No 503504)

Statement of Assets and Liabilities at Year End

BALANCE SHEET

	31st August 2018 £	31st August 2017 £	31st August 2016 £
FIXED ASSETS			
TOTAL FIXED ASSETS	-	-	-
CURRENT ASSETS			
Bank Accounts			
Lloyds Bank plc - current account	1647.23	1701.14	1189.60
Other monetary Assets:			
Prepaid expenses Insurance	181.00	177.95	177.15
Prepaid expenses Civic Voice	120.00	149.00	134.00
Prepaid expenses IT	-	-	28.62
HMRC Gift Aid claim	842.55	-	-
Debtors - advertising	188.75	-	62.50
TOTAL CURRENT ASSETS	£2,979.53	£2,028.09	£1,591.87
CURRENT LIABILITIES			
PLACE - Advertising income received in advance	406.25	667.50	480.00
Members' subscriptions in advance	120.00	32.50	60.00
Witteveen + Bos UK - Straight Mile study	1200.00	-	-
TOTAL CURRENT LIABILITIES	£1,726.25	£700.00	£540.00
NET CURRENT ASSETS	£1,253.28	£1,328.09	£1,051.87
NET ASSETS at Year End	£1,253.28	£1,328.09	£1,051.87
ACCUMULATED FUNDS			
Balance at beginning of year	£1,328.09	£1,051.87	£968.80
Net Surplus/ (Deficit) for year	-74.81	276.22	83.07
Balance at end of year	£1,253.28	£1,328.09	£1,051.87
	(31st August 2018)	(31st August 2017)	(31st August 2016)

HEREFORD CIVIC SOCIETY (CHARITY No 503504)

Notes forming part of the financial statements for the year ended 31 August 2018

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	2017/8	2016/7	2015/6
Newtown/ Gregynog Outing:			
Income			320.00
Expense			-279.76
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		
NET	£0.00	£11.30	£40.24

3. Contingent liabilities

There are no contingent liabilities at 31 August 2018 (prior year - none)

3. Proposed Budget for 2018/9

	2018/9 BUDGET	2017/8 ACTUAL
Members subscriptions incl. Gift Aid	2650.00	2493.25
Voluntary Sources	50.00	2,450.75
Outings/ Special Meetings	-	-
Income - net	£2,700.00	£4,944.00
Meeting Expenses	300.00	299.24
Administration Expenses	750.00	659.95
Quarterly Newsletter - printing & postage - less advertising income	1650.00	1659.62
Other	-	2400.00
Expenditure - net	£2,700.00	£5,018.81
Net Surplus/ (Deficit)	£0.00	-£74.81