

THE HOLLINGBOURNE MEADOWS TRUST LIMITED

Minutes of the Annual General Meeting held in Hollingbourne Village Hall on 26 November 2019

Present: David Ardley (Trustee/Director)
Shaun Cardwell (Trustee/Director)
Liz Jordan (Trustee/Director)
Fifteen other members and supporters:
Roger Bancroft, Janice Butler, Derek Davison, Jane Deaves, Barbara Gibbs, Stanley Graham, Jackie Locke, Judi and Michael Mills, Sue Roberts, Allan Smedley, Adriana Smith, Malcolm Smith, Andrew Snowdon, Val Williams
Guest:
Dennis Usmar – Hayle Park Nature Reserve

Apologies for
Absence: Ben Williams (Trustee/Director), Kathy Cox

1. **Chair of Meeting**

Shaun Cardwell took the Chair and welcomed all those attending the meeting.

2. **Adoption of the Trustees Report and Financial Statements for the year ended 31 December 2018**

Liz Jordan explained the increase in the activities of the trust had prompted the decision to ask UHY Hacker Young to produce the financial statements. As this document with all the disclosures for charities and companies covered eighteen pages, a summary income and expenditure account had been circulated. Liz was asked to explain “amortisation” which is the writing off of the cost of the leasehold property over the term of the lease.

The Trustees Report and Financial Statements for the year ended 31 December 2018 were received, approved and adopted.

Proposed: Adriana Smith
Seconded: Janice Butler

3. **Chairman’s Address**

Shaun Cardwell addressed the meeting and presented a review of the activities of the trust to include Project 100, together with the trustees plans for the next twelve months. These included purchasing the access to the Meadows by Grove Mill Cottage. A video was shown to support Shaun’s presentation.

Derek Davison also spoke about Project 100 and told the meeting how pleased the local branch of the Royal British Legion had been with what had been achieved.

There was some concern expressed about parking when larger events are held on the Meadows and the trustees agreed they would consider parking provision for the disabled and arrange for marshals to be deployed to direct traffic when such events are held.

4. **Friends of the Meadows**

Ben Williams, who was working away, addressed the meeting by video. He explained the Friends of the Meadows scheme currently produces annual income of £5k as compared to running costs of £16k and asked all those who use the Meadows to consider joining the scheme or increasing their donations if they are already members.

Ben explained there was to be a leaflet campaign in the village to encourage support for the scheme and asked for assistance with this.

5. **General Discussion**

A number of suggestions were made by those present as follows:

- Addition of information on the Village Map
- A collection box on the Meadows for dog walkers
- A collection box in the shop
- Dogs becoming members with identifying collars and perhaps their pictures on the trust website
- Signage to explain Project 100 to visitors
- Plaques to identify birds seen in the Meadows. Andrew Snowdon agreed to assist with this
- Increase involvement with schools
- Promote access to the Meadows for deprived children
- Return of flower meadow

6. **Election of Trustees/Directors**

Shaun Cardwell and Ben Williams retired by rotation and offered themselves for re-election. No other nominations had been received.

The re-election of Shaun Cardwell was unanimously agreed.

Proposed: Michal Mills
Seconded: Allan Smedley

The re-election of Ben Williams was also unanimously agreed.

Proposed: Andrew Snowdon
Seconded: Barbara Gibbs

The meeting closed at 8 p.m.