

## **AGM OF PITSTONE AND IVINGHOE MUSEUM 10/12/20**

### **CONDUCTED VIA ZOOM CONFERENCING at 3.00p**

**Present: Committee** Rob Henry (Chair), Pat Kerry (Vice Chair), John Youngs (Treasurer), Dennis Trebble (Secretary), Paul Chapman, John Childs, Allen Fairbrother, Pete Farrar, Simon Heaton, John Powell, Lesley Herriott plus seven other members. The meeting was declared quorate at 10% of the membership or above.

- 1. APOLOGIES FOR ABSENCE** were received from Sue Lipscomb, Sandra and John Oxley, Ray Herriott.
- 2. APPROVAL OF 2019 AGM MINUTES** was given as they had been circulated and amended earlier in the year. Proposed by Paul Chapman and seconded by John Youngs – carried nem con.
- 3. MATTERS ARISING** – there were none. At this juncture the chairman asked that our membership secretary Bill Barnard be co-opted to the committee. Strictly speaking this is not something that requires an AGM vote, merely that there be a committee majority vote. The proposal received the full support of the eleven committee members present.
- 4. CHAIRMAN'S COMMENTS** – Rob Henry had been elected chairman to the committee at the July meeting and has been supported by Pat Kerry as our new vice-chair. Rob wished to thank John Youngs for his fiscal guidance, Pete Farrar for his continuing managerial role during the unprecedented times experienced in the wake of the Covid virus this year and Dennis Trebble for maintaining the secretarial efforts throughout. He was keen to thank the volunteers for their continuing efforts with maintenance of grounds and displays. John Powell was thanked for setting up our first Zoom meeting and for the work he has been doing in the background. He finished by saying that we can hopefully look forward to some semblance of normality as next year progresses.
- 5. ACCOUNTS** – these had been agreed by the committee meeting of October to be presented to the AGM. John Youngs had circulated the details prior to the meeting, together with his comments (see appendix 1). These were proposed by Rob Henry and seconded by Tony Baxter, being carried unanimously.
- 6. MANAGER'S REPORT** - Pete Farrar had sent around his report prior to the meeting and it reflected the proposals for reopening to the public in a safe and socially distanced manner. Amongst the comments was a proposal to have an extra EC meeting in February to discuss further what we might attempt in this direction. It was suggested that the date could be set at January's committee meeting. Publicity remains difficult until we know what restrictions we will have to cope with (see appendix 2)

**7. MOTIONS TO THE MEETING** – there were none received.

**8. BLOCK RE-ELECTION OF OFFICERS AND COMMITTEE MEMBERS** – the four positions of chair, vice-chair, treasurer and secretary were not contested. With the present holders willing to continue in post. They were voted upon and elected (proposed by Ronnie Powell, seconded by Tony Baxter. The rest of the committee were duly re-elected, proposed by Rob Barber and seconded by Peter Cain.

**2019- Officers** – John Childs, Pete Farrar, John Youngs, Dennis Trebble.

**EC** - Simon Heaton, Rob Henry, Pat Kerry, Paul Chapman, Allen Fairbrother, Sue Lipscomb, Lesley Herriott, John Powell.

**2020- Officers**- Rob Henry, Pat Kerry, John Youngs, Dennis Trebble

**EC**- Simon Heaton, Paul Chapman, Allen Fairbrother, Sue Lipscomb, Lesley Herriott, John Powell, John Childs, Pete Farrar.

**9. INDEPENDENT EXAMINER** – Mrs P Griffiths was thanked for her expertise in checking the accounts and the treasurer pointed out that she had been a great help in the ratification of the finances. She had again agreed to fulfil the role of auditor for the coming year – proposed by Dennis Trebble and seconded by Rob Henry.

**10. AOB** – the secretary brought the attention of the meeting to the items in his report (see appendix 3)

The Membership Report was given by Bill Barnard. He reported that the society currently has 179 members, comprising 103 standard members, 68 volunteer members and 8 life members. He pointed out that he had received 50 donations in excess of the usual membership fees over the course of renewals and this reflected the goodwill of the membership.

There being no further business, the meeting closed at 3.30pm

## **APPENDIX ONE TREASURER'S STATEMENT**

A copy of the Financial Statements for the year ended 31<sup>st</sup> March 2020 as approved by the Independent Examiner were included with the Society's winter Newsletter and Notice of meeting.

Income was £29k, 3% up on the previous year, this figure is net of Catering and Shop costs. Membership subscriptions are down, not due to loss of members but because Active Volunteers now receive free membership. Prior year income had the benefit of our catch up on Grant Aid. There were no other comparisons of consequence.

Expenditure was as expected and generally to budget, the increase over prior year costs were due to the ongoing cost of updating our electrical services, utility costs and insurance, all as expected.

Those cost increases reduced the surplus for the year to £8.9k as compared to 2019's £10.5k but your Executive Committee consider this an acceptable result showing continuous annual growth.

Our Balance Sheet continues, in the opinion of your Executive Committee, to show a healthy position with cash resources of £111.4k representing 91% of total capital. This will enable us to meet a substantial expenditure of £20k on renewing the Silo's roof next year and the loss of income arising from the Covid19 problem.

John Youngs – Treasurer.

I am happy to answer any questions sent to [treasurer@pitstonemuseum.co.uk](mailto:treasurer@pitstonemuseum.co.uk)

## **APPENDIX TWO MANAGER'S REPORT**

It's a statement of the obvious that it's been a difficult year but it has to be said. It's been down to a few of us who came in throughout the year just to keep Mother Nature from overwhelming the site, well done to all of those involved, thanks to you all, we would not be in such a good state without you.

We have at last had the corrugated iron roof of the silos replaced and despite the appalling weather at the time, the two chaps from Tuckets have done a fantastic job. The windmill rides trailer is finished and ready for a new collection of visitors with a lovely new paint job and a safety gate to stop people falling out the back. The Owen Barn has nice new sheets of transparent corrugated plastic replacing the dreadfully leaky old ones and it's 21 broken windows have been replaced.

I have finally decided after much discussion, that the new reception area will be a wooden hut, on the outside of the area officially known as Microcosm 1

on the right hand side of the road leading to the Sheep yard. The metal gate now opens outwards so we can keep visitor traffic and people using the toilets separate.

It is very difficult to know how to proceed, until we know that these periods of population restrictions is finally over. I have worked out a practical form of one way system, if we need it and we know how to organise an entry ticketing system if we need it. If we open with any sort of maximum number of visitors laid down by the authorities then we would have to have entry by timed ticket only, possibly allowing PIMS members and classic cars, entry on demand. I believe that the government expects the current restrictions to last until the beginning of February, so I suggest that we work around the idea of having a seriously important EC Meeting at the beginning of February at which we can decide, dates, times, ticketing arrangements, signage, catering, advertising strategy and anything else of importance. That

would give us two months to get ourselves into some kind of order to start receiving members of the public again.

#### **PUBLICITY**

Until we know what lies in store for us in terms of government interference, I cannot even think about a publicity strategy as we will not know what we are selling but at the moment I am of a mind to do a single 1/3 A4 advertising sheet giving a taste of what we do but giving more emphasis on directing people to our internet profile so they can get their information from the website and social media such as Facebook.

### **APPENDIX THREE SECRETARY'S STATEMENT**

The year began in a fashion that none of us could have predicted with the onset of the Covid 19 virus. This has had a profound effect upon visits, where those that had been agreed were, of necessity, cancelled. Equally, the impact upon open days has been devastating, with the museum effectively closed for the year. None of this has stopped, however, the usual business of dealing with our insurers, NFU or with the Charities Commission. We have been fortunate to have a rebate on last year's public liability insurance and this has again been raised by NFU who have allowed a rebate on the first part of the 2020/21 insurance. The figures have been circulated in committee and on the financial details for the year. I have updated the committee's personal details (names, contacts, d o b etc) for the Charities Commission web site and have completed the returns for the previous year. I next have to do the current returns for the end of January 2021.

All the while that we have dealt with the present situation, I have not lost sight of the Accreditation procedure, which has taken a back seat for the time being as our period of accreditation has been extended by 12 months by the Arts Council and we await further news, in due course, upon the way forward. We have been very fortunate in being able to receive advice from the Association of Independent Museums in terms of how to react to government guidelines and legislation.

The society newsletter, unfortunately, missed the Spring edition . recommencing with the Autumn issue,. The New Year edition is planned for the end of January 2021.

