

## PITSTONE AND IVINGHOE MUSEUM

### Minutes of AGM held in the Barn at the Museum at 2.00pm

**Present: Committee** Rob Henry (Chair), John Youngs (Treasurer), Paul Chapman, John Childs, Allen Fairbrother, Pete Farrar, Simon Heaton, John Powell, Lesley Herriott plus eleven other members. This number was sufficient to meet our quorum requirements.

1. **APOLOGIES FOR ABSENCE** - were received from Dennis Trebble, Pat Kerry, Sue Lipscomb, Sandra and Bill Barnard, Ray Herriott, Phyllis Griffiths, Rob & Barbara Barber, Norman Groom, Roy Cutler, Mel & Brian Davies, Steve Patrinsky
2. **MINUTES OF THE 2020 AGM** - which had been circulated with the Notice of meeting were taken as read. Proposed by Simon Heaton seconded by John Childs and were unanimously approved.
3. **MATTERS ARISING** – there were none.

4. **CHAIRMAN'S REPORT** -as follows

After another somewhat difficult year, we finished our open-day season with a record breaking October day. In spite of a shortage of volunteers and in particular, catering staff, it was an amazingly successful day. I would like to register my personal thanks to everybody who made a contribution.

In spite of Covid restrictions and resulting natural worries for volunteers, a number of projects were started and some completed. This was in addition to the efforts of our Manager Pete Farrar and others keeping essential maintenance on track. A big thank you to you all. Luckily the effect of Covid on our finances and site activity was much less than anticipated.

I am pleased to see that as a result of the Forward Planning Meetings Pete has managed to produce a task list and a list noting site area responsibilities. These will, I am sure, help with the clarification of volunteer activities.

Finally, I would like to thank everybody that has made a contribution to the operation of our museum through a very difficult time.

5. **FINANCIAL RESULTS FOR THE YEAR ENDED 31<sup>ST</sup> March 2021** – The report had been circulated with the Notice of Meeting. The Treasurer commented as follows.

Just a reminder that we are reporting on the year ended 31<sup>st</sup> March 2021 which reflects our 2020 open days. The result for the year was a loss of £8,282. The major reason for this was not the Covid crisis but the cost of £20,224 to replace the roof to the Silos. The Silos are a very important part of our museum and the roof leaks could have seriously damaged the structures. Our lease is a full repairing one so the cost is our responsibility.

Our actual income for the year was £65 for one visit. Fortunately, we did meet the criteria for Government grants and were able to claim £19,765 via Bucks CC and many of our members and volunteers generously donated.

General overhead running costs still needed to be paid such as rent, rates, insurance and utilities. Our insurers gave us a rebate and utilities were kept as low as we could and still maintain the site.

Our balance Sheet remains healthy at £114k of which £101k is cash.

It was proposed by Tony Baxter seconded by John Powell that the report be accepted and approved and carried unanimously.

6. **MEMBERSHIP** – The Membership Secretary stated we now have a total of 161 members comprising 8 life members, 71 volunteer members and 82 general paid members.

**7. MANAGERS, PROGRAMME, PUBLICITY REPORTS** – were all given by our Manager Pete Farrar as follows.

This year has been a very difficult one for us all, both staff and visitors alike, it would have been difficult enough to cope with just one of the major items cropping up on the world stage but with Covid, Brexit and global warming all coming at us, to disrupt our established ways of life, we have done remarkably well to come through it with our sense of humour intact. It's easy to forget that at the beginning of the year we were all set to reopen as usual at Easter but as Covid took a hold we had to delay until June and even then we were still nervous about how it would all go. One of the few good things about the pandemic was our need to update our systems in regard to online ticket sales and thanks to some very hard work from some of our members, we now have a much more modern system which should serve us well for the future and help us arrange one off events as we feel inclined or as requested by potential visitors. The 6 open days we managed were very successful in all aspects and we should be very satisfied by what we achieved, with many statistics being close to record levels. The main thing to learn from this season being that we need to spread the load of some jobs on open days to avoid volunteers being stuck at one post all day long. This year, there were occasions when we were very short staffed and particularly in catering, some of our ladies were absolutely wiped out by the the end of the day.

We have seen a steady trickle of new volunteers coming forward to help and some of them are actually under 60 years old! I am hoping to have discussions with interested parties about bringing back Sunday morning working or possibly having some evening sessions so that working members can contribute, outside of weekdays 9 - 5.

I understand that originally, the main working time was Sunday morning, followed by a trip to the pub, to consolidate plans for the future.

Work on projects continues as usual, the old Austin 7 is running again and it's body is away being welded up after many years the action of water on thin steel has done it's best to destroy it. We are gradually getting the site in some kind of order so that when we need something, we actually have an idea where it might be. Nigel's old Field Marshall tractor has a new owner but the machine is staying at the farm and will still be part of our family, to be on display on Open Days. We now have an updated list of jobs to be done but it is by no means comprehensive and I'm sure there are many other things that need doing, don't be shy when it comes to suggestions. It's difficult for me to allocate jobs because, mainly due to our average ages, I'm not sure what people are physically capable of, or what they prefer to do or not to do.

Thanks must go to long serving volunteer Paul Chapman for his kind donation of his old Ferguson tractor which is still in full working order and will be very useful to the team of people who keep the grounds neat and tidy.

Finally, huge thanks go out to all our active volunteers who put in such an enormous effort all year round, to keep up the standards of our wonderful, unique, attraction. May it go from strength to strength long after we have all signed off for the last time.

As regards Programmes there are no plans to restart the talks until there is greater certainty about Covid restrictions.

Publicity decisions are still influenced by the Covid situation. As we are never sure about whether Open Days can take place we will continue with the cheap single leaflet. A recent survey of visitors indicated that the road signs are very effective in informing potential visitors.

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

- 9. ELECTION OF OFFICERS** – the existing officers Chair Rob Henry, Vice-chair Pat Kerry, Treasurer John Youngs and Secretary Dennis Trebble were not contested and happy to continue in office. It was proposed by Jill Graves seconded by Tony Baxter that they were voted en block. This was unanimously approved.
- 10. ELECTION OF COMMITTEE MEMBERS** - the existing committee members Bill Barnard, Simon Heaton, Paul Chapman, Allen Fairbrother, Sue Lipscomb, Lesley Herriott, John Powell and John Childs were not contested and happy to continue in office. It was proposed by Ronnie Powell seconded by Margaret Cole that they be voted in en block. This was unanimously agreed..
- 11. INDEPENDENT EXAMINER** - Mrs P Griffiths was thanked for her work in examining the Financial Results. She had agreed to continue in this role and there were no other proposers. It was proposed by Ronnie Powell seconded by John Childs and her appointment was unanimously approved
- 12. AOB** – The Chairman opened the meeting to the floor.

John Youngs told the meeting that Brenda Grace had recently died. Brenda had served PIMS for over 30 years in a number of posts including Secretary, Crafts co-ordinator. Our condolences were given to her family.

Neil Smy a new member questioned the lack of help he had received in intergrating as a new volunteer. His particular interests were printing, his current occupation, and restoration of vintage motorcycles. Pete Farrar will take up this matter outside this meeting

He also asked why we were continuing to use plastic cups and plates on open days. John Childs explained we were looked at alternatives to be in place for next year.

Tricia Banks asked if facilities could be made for our visiting dancers. Pete Farrar explained we that on open days space was impossible he would discuss this with her outside this meeting.

- 13.** The meeting closed at 2.30 pm with a vote of thanks to the Chairman.