

Pitstone and Ivinghoe Museum Society

Minutes of the Annual General Meeting held at 3.00pm on Thursday 16 October 2025 in the Meeting Room at Pitstone Green Heritage Park

Present: Mr Lionel Birch
Mr Allen Fairbrother Chairman
Mr Rob Henry,
Mr Simon Heaton
Mrs Lesley Herriott, Treasurer
Mrs Gillian Patschinsky, Secretary
Mr John Powell, Vice-Chairman

In Attendance 12 Members of the Society

Mr Allen Fairbrother, Chairman, welcomed members of the Society to the Annual General Meeting and thanked Mr Michael Hazell for his informative and entertaining talk about WW2 Non-Food Rationing.

1 Apologies

Apologies had been received from Mr Rob Barber, Mr Paul Chapman, Mr John Youngs, Mrs Phyllis Griffiths, Independent Examiner and seven PIMS members.

2 Minutes of the 2023 Annual General Meeting

It was agreed that the minutes of the 2024 Annual General Meeting be approved as a true record and signed by the Chairman.

3 Matters Arising

None

4 Chairmans Report

Mr Allen Fairbrother, Chairman, advised members that we had a very successful year in 2024. The trend with the Open Days continued to be that the Bank Holidays were the busiest and on the whole the weather had been good with only a few showers now and again.

The Chairman extended thanks to all the volunteers without whom we could not open to the public – the Open Day volunteers, those who are here on volunteer days throughout the year working to improve the displays and maintain the site, and those who work behind the scenes in administrative roles. Once again we have welcomed new volunteers who are already working with our existing teams on our ongoing maintenance and new projects, such as the Garage Area Project.

The Chairman also reported that, sadly, three longstanding members had passed away this year – Mr Pete Farrar, who had been the Museum Manager and member of the Executive Committee for many years, Mr Keith Harrap, our resident Open Day woodturner and Mr Frank Banfield who had given many local history film shows.

5 Treasurers Report and Approval of Accounts for the year ending 31 March 2024

Mrs Herriott, Treasurer, advised members that her report is for the year ending 31 March 2025 which reflected our 2024 Open Days and thanked all the members of the committee for their support during the year following her appointment as Treasurer.

The Treasurer reported that we started the Open Day season with a sunny day and a good turnout of visitors (460 adults & 85 children) however, net income for the 2024 open days was only marginally higher than 2023 as was income overall.

Expenditure was significantly reduced on the projects as many of the previous years' projects were completed during 2024 – 25. Two new projects were completed during the year – the new Tannoy system & the installation of an upgraded Alarm system, both of which have been capitalised.

The Treasurer reported that she has been working closely with the firm of accountants appointed last year at a cost of £3K per year, to produce the quarterly figures and that although some administration costs have gone up others have been reduced.

Overall the increased income and reduction in expenditure means that we have recorded a Surplus of £9,776 for the year.

The balance sheet remains strong at £153k of which £130K is in cash.

It was proposed that the Treasurer's Report and Accounts for the year ending 31 March 2025 be accepted by the members.

Proposed: Mr John Powell
Seconded: Mr Rob Henry
Accepted by unanimous vote.

6 Museum Report

Mrs Patschinsky, PIMS Secretary, reported that the Executive Committee has decided to reinvest some of our funds into the Museum to improve the displays and enhance the visitor experience by carrying out two new projects this year:

Garage Area Improvement Project

This major new project located adjacent to 'Fred's Garage' will:

- include a tractor shed to provide covered storage / display for tractors
- have enclosed section for the Ford Popular.
- improve the area and make it more appealing to visitors
- provide a space where various pieces of farm machinery can be demonstrated.

Work has already started with the levelling of the ground and the installation of the posts. Over the winter volunteers will continue with the build, erecting the roof and cladding the sides. Some of the construction timbers being used are from trunks that we have on site.

Relocation of the Model Aircraft Display

The model aircraft which are currently hung in the rafters of the Owen Barn, where they are often overlooked by visitors, are being relocated to the Science Room. Work will be carried out over the closed season to:

- open up the roof space by removing the false ceiling
- seal the roof and paint the walls and ceiling
- install new lighting
- hang the model aircraft for display, using a method where the planes can be lowered for cleaning, and possibly to allow visitors a more detailed view.
- install better shelving and racking to improve the displays of the radios, sound equipment, cameras, etc. in a more pleasing environment

The Secretary reported that a series of PIMS Autumn Talks has been arranged. Provisional dates are as follows:

Thursday 27 November 25	The Pinkerton's Detective Agency, Dave Myers
Thursday 18 December 25	Space Probes, including the Mars Probe, and the Size of the Solar System, Steve Burnage
January 2026 (date TBC)	Film show with Colin Woodley
February and March 2026	Talks to be confirmed.

All talks take place in the Meeting Room at the Museum, refreshments at 2pm for 2.30pm start.

The Secretary also reported that the Antiques Evening with Stephen Hearn of Tring Market Auctions will take place on 23 July 2026 and the dates for the dates for the 2026 Open Days are:

Easter Monday	Monday 6 April 2026
Early May Bank Holiday	Monday 4 May 2026
Spring Bank Holiday	Monday 25 May 2026
	Sunday 14 June 2026
	Sunday 12 July 2026
	Sunday 9 August 2026
Summer Bank Holiday	Monday 31 August 2026
	Sunday 13 September 2026
	Sunday 11 October 2026

The Secretary advised members that the Museum is operated entirely volunteers and in order to keep the Museum running and open we need volunteers in a wide range of roles including maintenance and repair, Open Day preparation and operation, catering, etc and also behind the scenes in roles to support and understudy the Treasurer, Administrator and Secretary who are responsible for the administrative and legal sides of running the museum and the charity. No previous experience is necessary as full training would be given, so it is an opportunity to extend personal skills and experience and the Secretary invited anyone who feels they would like to help to come and talk to us.

7 Membership Report

Mr John Powell, Membership Secretary reported that 14 new members have joined the Society this year and the memberships breaks down as follows:

	2025	2024
Life members	9	9
Volunteers	90	93
Paying Members	94	77
Total	193	179

8 Motions from the Membership

No motions had been received from the membership for consideration at this meeting.

9 Elections of Officers and Executive Committee Members

Mrs Patschinsky, Secretary advised members that she has received nominations for the posts of Officers and Executive Committee Members as follows:

The existing Officers have been nominated to be re-elected en bloc as follows :

Chairman	Mr Allen Fairbrother
Secretary	Mrs Gillian Patschinsky
Treasurer	Mrs Lesley Herriott
Vice-Chairman	Mr John Powell

Proposed: Mrs Ronnie Powell

Seconded: Mr Lionel Birch

Approved by unanimous vote.

The remaining existing members of the Executive Committee have been nominated to be re-elected en bloc as follows:

Mr Rob Barber	Mr Simon Heaton
Mr Lionel Birch	Mr Rob Henry
Mr Paul Chapman	Mr John Youngs

Proposed: Mr Ray Herriott

Seconded: Mr Dave Kirkwood

Approved by unanimous vote.

10 Appointment of Independent Examiner

Members were advised that Mrs Phyllis Griffiths had confirmed that she is happy to continue as the Society's Independent Examiner and it was proposed that she be reappointed.

Proposed: Mr Rob Henry

Seconded: Mr John Powell

Approved by unanimous vote

11 Members' Questions

The following questions were received from the members:

- Q. Are we promoting School and Group Visits?
- A. The Chiltern Society recently held their annual volunteer event at the Museum and we have a U3A Group booked to attend. We are hoping to attract further groups to the visit the Museum as it is an additional source of income.
- Q. If we promote the Museum further, could we cope with more visitors?
- A. We are able to cope with the larger numbers of visitors, which we do get on the Bank Holidays. We are aware, however, that there are various areas of the Museum that need more people to cover, but that this can be achieved by better communication. We are going to look into obtaining more radios to improve communication and for Health & Safety considerations. The Committee thanked a member who is publicising the Museum in Old Bike Mart and the Strider magazine.
- Q. Is there someone responsible for Publicity?
- A. We are currently restructuring personnel to cover various roles, including Site Management, Volunteer Liaison and Publicity.
- Q. Would we consider running an Autojumble?
- A. The Secretary advised that planning/licencing restrictions would have to be investigated and a member advised that many car clubs have stopped running autojumbles.
- Q. Could surplus donations be sold through eBay?
- A. Selling through eBay would require someone to take on the work of listing, packing and posting items and we have had issues with PayPal in the past. We have found, however, that selling surplus items through the shop on Open Days has proved very successful.
- Q. With the change in the Historic/Classic Car Policy could details be forwarded to the Chiltern Historic Vehicle Club.
- A. The Secretary will amend the Historic/Classic Car Policy flyer to clarify the new rules and forward the member to pass on to the Club

It was also noted that the small Dancers' marquee had been damaged beyond repair but that the suitability of the Museum's large one will be investigated over the closed season and that the condition of the drive, which was repaired successfully earlier this year, will continue to be monitored

12 Date and Time of the 2025 Annual General Meeting

The 2025 Annual General Meeting will be held on

Thursday 15 October 2026, commencing at 3.00pm at Pitstone Green Museum

There being no further business the meeting closed at 4.00pm