

MINUTES OF THE INAUGURAL GENERAL MEETING OF FULFORD VILLAGE GROUP

TUESDAY DECEMBER 16TH 2014 7.30 P.M. FULFORD VILLAGE HALL

PRESENT: Richard Schumaker, Tim Barnes, Richard Mellor, Martin Oxby, Sally Jones, David Hudson, Maria Hudson, Mark Hetherington, Matt Ball, Mick Jones, Keith Stacey, Kath Tooth, Sandra Parker, Catherine Brown, David Godfrey, Andy McFarlane, Rev Peter Dakin, Wendy Godfrey.

APOLOGIES: Colin Gill, Jo Gill, Fiona Shield.

QUORUM

It was noted that sufficient people were present to meet the quorum requirements for a general meeting under the proposed constitution of the group.

SETTING OF ACCOUNTING YEAR END

It was proposed and agreed that the accounting year end should be September 30th.

APPROVAL OF ACCOUNTS TO SEPTEMBER 30TH 2014

It was proposed and agreed that the accounts for the period ending 30th September 2014 be approved with the proviso that if either of the outstanding receipts should prove to be bad debts, that they should be written back into that accounting period in order to ensure that the newly constituted group should commence without any bad debts.

APPROVAL AND ADOPTION OF THE CONSTITUTION

Thanks were expressed to all involved in drawing up the constitution.

The agreed accounting year end was included and the parish was more clearly defined as the civil parish to differentiate it from the ecclesiastical parish.

With these two minor changes the constitution was adopted as proposed and signed by all present.

APPOINTMENT OF CHAIRPERSON

Keith Stacey was proposed and appointed as Chairperson.

APPOINTMENT OF TREASURER

Mark Hetherington was proposed and appointed as Treasurer.

David Hudson offered to continue as a deputy treasurer, liaising with Mark on a monthly basis. It was proposed to set up a new FVG account with cheques needing two signatures from four signatories (the officers plus David Hudson). The Treasurer will create a set of financial standing orders for the group detailing powers and controls as required.

Thanks were expressed to David for his five year term as treasurer where the accounts have grown from a few hundred pounds to the sums shown in the recent accounts.

APPOINTMENT OF SECRETARY

Wendy Godfrey was proposed and appointed as Secretary.

A.O.B.

- New bank account – Wendy will find out whether the account the choir has opened is still available and the process. (Update from WG – this account with HSBC is still available but as it comes under the business section an appointment now needs to be made at the Stafford or Hanley branch for two of the signatories to attend with required documentation. The other two signatories need only attend the Stone branch.)

- Contact address – it was felt that a postal address for the group is needed and it was agreed that this should be the Secretary's address, namely, Fulford Village Group, c/o Holly House, Meadow Lane, Fulford, ST11 9RZ.
- Role of Secretary – it was agreed that a future meeting should discuss and more clearly define the role of Secretary.
- Insurance – now the group is an entity, insurance needs to be put in place to cover all eventualities. Keith will contact the Community Council of Staffordshire for guidance and Colin will be asked to contact the Fulfest insurer for a quote as well.
- Communication with school and parents was discussed. Martin will liaise with Andy McFarlane (Chair of Governors) as there are many methods including text messages, paper newsletters, email and phone apps.
- Arrangements for Carols on the Green were finalised. Set up at 2.00 – help please and at 6.45 for serving.
- Fulfest '15 – as FVG now has a formal structure it was felt that the meeting on January 6th should be focussed on establishing the management structure for Fulfest. Those who have expressed a willingness to be involved (Fiona Shield, Di and Sean Hullah) need to be contacted to see whether they are able to attend on this date.

NEXT MEETING: Tuesday January 6th 2015 8.00 p.m. the Shoulder