

Friends of Iffley Village

Annual General Meeting 2016

10th May 2016 at 1900 h in the Church Hall, Iffley

AGENDA

1. Welcome and apologies for absence

2. Minutes of the 2015 AGM (see handouts)

3. Committee elections

To re-elect members willing to serve another 3 y term: Celia Palmer, Caroline Pond, Sue Reynolds, Mike Sinclair.

To elect members co-opted in the past year: Laura Cope, Pauline Maclean.

To elect new member: Tina Reid.

4. Chairman's report

5. FOIV's Archives (see handouts) Proposals for management & dissemination.

6. Film nights (see handouts)

7. Financial Report for FOIV & Film Nights (see handouts) Kate Griffin to comment

8. Committee reports (see handouts)

- i. **Highways**
- ii. **Planning**
- iii. **Security**
- iv. **Trees**

9. Report and accounts for Community Shop (see handouts) Sue R. to comment

10. Forthcoming events

Summer Party Sat. 9th July 1800-2100 in the Church Hall & its courtyard, not the Glebe Field.

11. AOB

Interval with refreshments (seating to be re-arranged)

Dr Robin Buxton

Hon. Vice-President of Berks, Bucks & Oxon Wildlife Trust (BBOWT)

Does Oxford have enough wild spaces? Opportunities for an even greener (and bluer) future

Friends of Iffley Village

Minutes of the Annual General Meeting held on 12 May 2015 in the Church Hall

Present: Richard Vernon (Chair), Louisa Brossler, Kate Griffin, David Hilton, Pamela Lee, Anna Lockwood, Gail McLintock, Celia Palmer, Caroline Pond, Suzette Reynolds & about 40 others.

1. Welcome and apologies

The Chair welcomed everyone to the meeting and mentioned the tabled documents (agenda, minutes, treasurer's financial statement, committee section reports, community shop accounts and the proposed Constitution that incorporated revisions suggested by members in April 2015).

Apologies were received from Helen Potts, Geoffrey Guinness, Carol Clark and Mike Sinclair.

2. Minutes of the Annual General Meeting held on 13 May 2014

The minutes which had been reviewed at the June 2014 FOIV committee meeting were unanimously approved. Proposer: Liz Julier Second: Terence English. There were no matters arising.

3. FOIV committee elections

The Chair expressed his appreciation for the contribution made by those retiring from the committee: David Hilton, Caroline Shackleton, Clive Siviour, Sarah North and Lucie Ponting

Gail McLintock and Pamela Lee were willing to serve another term and were so elected.

Carol Clark and Geoffrey Guinness who were co-opted during the year were elected

Proposer: Judith English Second: Barbara Alderson

The following new committee members were elected unanimously:

Anna Lockwood	Proposer: Louisa Brossler	Second: John McLintock
Andrew Chivers	Proposer: Judith English	Second: David Hilton
Felicity Gray	Proposer: Barbara Alderson	Second: Dione Lawrence
David Wiles	Proposer: Caroline Pond	Second: Kate Griffin
Helen Potts	Proposer: David Penwarden	Second: Terence English

4. Chair's report

Richard Vernon spoke briefly of the retirement of Judith English and subsequent appointment of Mike Sinclair who unfortunately has had to resign due to ill-health. Thanks were expressed to both. Richard explained that as Vice-Chair he felt unable to consider becoming Chair as a member of his family was unwell. For the past weeks he and Caroline Pond had shared the duties. It was expected that a new Chair would be elected at the first committee meeting after this AGM. He then presented his report which covered past and future activities.

5. Treasurer's report (tabled)

Kate Griffin spoke to her report. There were no questions. The unanimous acceptance of the report was proposed by David Hilton and seconded by Gail McLintock. The Chair thanked the Treasurer for her report and her work during the year.

6. Report and accounts for the Community Shop (tabled)

Suzette Reynolds spoke to her report and the accounts. She emphasised that this money was not part of the FOIV account. Following distribution of the questionnaire with the newsletter, some stock had been discontinued and a higher standard of others bought in. It was hoped to introduce more home-made

produce in the coming months. Herman Huyg praised the work Suzette did as did the Chair at the conclusion of the report.

7. Committee reports (tabled) were introduced verbally

Highways: Mike Sinclair

Planning: Caroline Pond

Security: David Hilton

Trees: Celia Palmer

Following the report on trees, Nuala Young questioned the state of a chestnut tree near the church. It was agreed after discussion that a joint letter be sent to the Donnington Trust from FOIV and FoSM with a copy to the Vicar. It was emphasised that advice should be taken from a tree surgeon prior to any action to the tree.

The Chair thanked the committee members for their reports and their work.

8. Constitution

Following the rejection of the Constitution at last year's AGM, a revised version had been circulated with the newsletter asking for comments. Caroline Pond had incorporated members' suggestions into the tabled version as highlighted changes. The chairman proposed that a vote be taken and following a majority in favour, this version of the constitution is accepted. Any reservations could be sent to the committee and held for the time being. The Chair thanked those involved in the sub-committee especially Sarah North.

9. Forthcoming Events

FOIV Summer Party: drinks and strawberries & cream with live music on Saturday 11th July 2015, 1800-2100 in the Glebe Field, Church Way (or the Church Hall opposite if wet). Tickets available in the Shop from June and at the gate.

Other local events include The Landmark Trust's opening of the Old Parsonage, Iffley on 16-17 May.

10. Any Other Business

- i. Judith English thanked the committee for their sterling work following the resignation of Mike Sinclair, especially Richard Vernon and Caroline Pond.
- ii. Vyvyan Salmon raised the matter of the present use of the Memorial Field which entailed temporary structures that he felt was spoiling the view from the road. After discussion members were divided, mainly over the question of having horses with necessary fencing or sheep in the field or not.
- iii. Patrick Lawrence expressed concern about the preservation of local documents. Members suggested that the Committee explore a commercial archive repository or the Public Records Office.

There being no other business, the meeting was closed.

Refreshments were served during the break, followed by:

An illustrated presentation by Mr Wilf Stephenson, Treasurer, Oriel College, Oxford, entitled:

The Oriel Field, Meadow Lane: its history & future plans

The chairman thanked speaker for his interesting talk & for answering many questions from the floor.

FOIV AGM 2016 REPORTS

5. Archives

Prompted by AGM 2015 minute 10iii, the FOIV Committee agreed to assemble, sort and selectively disseminate its archives going back to 1960. Doing so creates a resource potentially useful to Iffley residents past & present, to amateur & professional historians, and demonstrates to everyone that FOIV takes itself seriously and values precedent & insights from past members. So Felicity Gray volunteered to contact locals who were active in FOIV and may hold material, and FOIV rented storage space in the Church Hall until August 2016 where the material is currently stored and sorted.

The response was prompt and generous; Felicity and Caroline Pond are still working hard on the collected documents. Documents are scanned as .jpps that are downloaded, two images per page, into powerpoint files, with searchable tags added in print bold enough to be legible when scrolling through, then converted into .pdfs. In this format, pages can be enlarged to facilitate reading from the screen. Handwritten documents, carbon copies and other unscannable material must be transcribed into WORD which takes much longer and is not easily incorporated into the powerpoint-based files. The whole task entails a great deal of work that will continue throughout the summer.

AGM minutes (including associated memoranda, lists of Committee members & accounts), Newsletters and other items intended to be in the public domain, but NOT lists of ordinary members, details of planning applications, Committee meeting minutes or anything confidential, are selected for display on the 'Archives' pages of the FOIV website. Two .pdf files are already on the website, with updated versions and additional files to follow soon.

Each such .pptx/pdf file begins with this introductory statement:

'Following questions at the 2015 Annual General Meeting, Felicity Gray & Caroline Pond assembled FOIV's archives from Iffley residents, mostly former Committee members, during 2015-16. Newsletters, lists of Committee members, AGM minutes and selected consultation papers were scanned for display on FOIV's website. In 2016, all original documents (i.e. the scanned material plus Committee meeting minutes, correspondence, reports, accounts and miscellaneous papers) were passed for permanent storage to the Oxfordshire History Centre, who will allow public access at their discretion under their guidelines' Apply to:

The Archivist, Oxfordshire History Centre
St Luke's Church, Temple Road, Oxford OX4 2HT
01865 398200; email oxhist@oxfordshire.gov.uk

We are still pleased to receive further contributions. FOIV records and material relevant to Iffley in general can be passed to The Oxford History Centre directly, instead of via Felicity and Caroline if preferred. If you have such material that you do not yet wish to part with please label it as such, so to prevent it getting lost or forgotten.

We warmly thank Felicity and all those who have contributed material to this important project.

6 Film Nights

Kathryn Wilkinson

We've had an enjoyable year of films with FOIV Film Nights. In 2015 we showed four films, and we hope to show six this year. A reminder of the dates to come is on the Iffley Village website, as is advanced notice of each showing. We're now attracting a loyal audience and drawing people from further afield, as well as from Iffley. We aim show a range of subjects, and to introduce a mix of popular and lesser known films, but our intention is to lift the spirits with our choices! We are keen respecters of copyright, and you may know that, as well as other expenses, that, for each film, we have to book a showing license from the film's distributors. Nevertheless, we have succeeded in keeping ticket prices modest, and to offer a drink, too. A big thank you to all who have helped, in particular to the Film Night team:

Laura Cope, Alan Dixon, Kate Griffin, Ged Guinness, Susie Seville and Mike Starks.

Summary of Accounts

Income 2015 – 2016	£	Expenses 2015 – 2016	£
General Income		General Expenses	
Subscriptions 2015	868	Web Site	112
Bank interest	<u>8</u>	Printing, Newsletters, etc.	241
	876	Miscellaneous Expenses	<u>54</u>
Social Events income			407
Summer Party	559	Social Events Expenditure	
Winter Supper	566	Entertainment, Insurance	
Film Nights	<u>1,783</u>	Hall Bookings etc	645
	<u>2,908</u>	Film Licences & DVDs	422
		Food & Drink	996
		DVD Player	69
		Shop Commission on	
		Ticket Sales	<u>182</u>
			<u>2,314</u>
Total Income	<u>3,784</u>	Total Expenditure	<u>2,721</u>
Less Expenditure	<u>2,721</u>		
Surplus for year	1,063		
Bank Balance at 1st April 2015	<u>13,113</u>		
	<u>14,176</u>		
Cash at Bank			
Community A/c	2,823		
Business Money Manager A/c	<u>11,353</u>		
	<u>14,176</u>		

The most notable factors affecting the accounts for this year were the change in subscription year and the flourishing film group for which FOIV provides banking facilities.

The change in the subscription year from financial to calendar has resulted in the bulk of the membership income for two years being received in 2015/16. For the sake of clarity, the £733 for 2016 has been excluded from the income for that year as it is more properly related to the expenses incurred in 2016/17. As FOIV does not do any fundraising, the subscriptions form its core income that covers liability insurance, newsletters, notices, administration now including website costs and the AGM so the decline in membership numbers and consequent income is of real concern.

This year, the summer party and winter supper both made modest surpluses totalling £159, due in great part to the efforts of the committee members who work so hard to keep down the costs.

When the film group first planned a screening in the Church Hall, FOIV agreed to provide bank facilities. The film ticket sales totalled £1781 and expenses (film & Church Hall hire, shop commission, refreshments, etc.) were £1,387, so that a surplus of £394 was held on behalf of the film group at the end of the year. The group plans to use this to fund a free film show for children later this year.

FOIV holds a stock of drinks and the actual consumption is allocated to each individual event. At the end of March 2016, the value of the stock in hand was £154.

I would like to thank our honorary auditor, John McClintock, for a lot of help in presenting these accounts in a comprehensible form.

8 i Highways Mike Sinclair

FOIV pointed out to the owners that the stone walls bordering 102 Church Way needs repair last year, and with increasing urgency following complaints from other Iffley residents. The matter is now with Council inspectors. Mill Lane seems to be coping an increase in traffic due to major building work.

8 ii Planning Caroline Pond

Following practices established when FOIV was founded 55 years ago, local planning applications have been reviewed by the Committee's planning subgroup that in 2015-6 comprised: Andrew Chivers, Ged Guinness, Gail McClintock, Caroline Pond, Richard Vernon. Their collectively assembled comments were submitted to the Oxford City Council planning website on proposals relating to five private homes and the horse chestnut tree at the entrance to St Mary's Church. The latter issue and proposals for the buildings and grounds at Grove House have generated widespread controversy. In these and all other cases, we have thoroughly studied all documents in the applications and all comments (technical, professional & personal) on the relevant folders of the OCC website – in some cases amounting to over 100 files. Where appropriate, we have considered the implications on behalf of those unable or unwilling to express their concerns through official channels, and of Iffley's role in the wider community. FOIV aims for constructive criticisms based upon thorough scrutiny of the proposals and their implications, but it has no statutory powers and no budget for professional advice or services.

FOIV has also participated in the Oxford Flood Alleviation partnership's discussion about the flood relief channel on which decisions will be announced soon, following last year's exploratory digging. Construction is expected to take 2-3 years starting early in 2018, during which time some disruption to flows of local traffic and water is inevitable. The contributions of natural processes, biological, geological and meteorological, take longer so the full benefits and consequences of this essential project may not be clear for a decade.

8 iii Security Ged Guinness

The past 12 months have seen a number of security-related incidents, some quite serious:

- i. In July a horse was slashed in the scout field, apparently one of several similar incidents in the Oxford region.
- ii. In September there was a break-in at the Church Hall in which cupboards were forced.
- iii. Between December and March there were several incidents of car and bicycle theft (in Tree Lane and by the Church respectively). There was also a single burglary.
- iv. A woman was attacked on the towpath south of Iffley in August.
- v. In December the body of a man who was last seen at the Prince of Wales pub was found in the river below the lock.
- vi. During a night in February, car keys were stolen from inside a Tree Lane house and a valuable car from its driveway while the owners were at home.

8 iv Trees Celia Palmer

The beautiful chestnut tree outside the entrance to Iffley Church was quite a topic during much of last year. The tree was planted in 1838 to commemorate the opening of the parochial school in which we now know as the Village Hall. The position of the planting of this tree is important because as the tree matured it could be seen from the bottom of Church Way and this, along with its graceful structure, is why it has become to be known as 'a tree of presence'.

The tree is planted on Donnington Trust land so the Trust is responsible for it. It is getting older and last year it was noted that it needed attention and consequently it has been well pruned for safety reasons with a 2-year observation period. This will have cost the Trust a considerable amount of money and will continue to do so. We are grateful for the Trust's recognition of local opinion over the longevity of this fine tree and I have written to them on behalf of the Friends of Iffley Village with thanks for their consideration over this matter.

9 Community Shop Suzette Reynolds & Herman Huyg

We have had a successful year. Not only did we make good last year's loss but we also made a sizeable profit, almost certainly due to our two new Shop initiatives, the production and sale of Iffley apple juice and our Thursday morning home-made cake sale. Fortunately, last summer produced a bumper apple crop and, with the generous donations of fruit from the village, we made enough juice to last until Easter. Any ideas on further initiatives would be most welcome.

The Iffley Community Shop Association

Trading and Profit and Loss for the year ending 31st October 2015

2013 - 2014		£	£
£			
62646	SALES		58098
-57024	Less: Purchases	47420	
6705	Stock brought forward	7045	
-7045	Stock carried forward	<u>-6304</u>	
<u>-56684</u>			<u>-48161</u>
5962	GROSS TRADING PROFIT		9937
	Bank Interest		38
300	Grant & Commissions		300
	Less Expenses:		
-3618	Rent	3699	
0	Rates	0	
-939	Insurance	949	
-294	Telephone	346	
-930	Post Office	944	
-1224	Electricity	1284	
-410	Cleaning	352	
-255	Sundries	266	
0	Shop Works	0	
-142	Equipment Depreciation	<u>100</u>	
<u>-7812</u>	Expenses		<u>-7940</u>
-1550	PROFIT for Year		2335

Balance Sheet as at 31st October 2015

31-Oct-2014		£
£		
	ASSETS	
332	Equipment less Depreciation	232
7045	Stock	6304
<u>10075</u>	Cash at Bank	<u>23007</u>
26452		29543
-779	Less Creditors/Accruals	<u>-1535</u>
<u>25673</u>	NET ASSETS	<u>28008</u>
	Represented by:	
	FUNDS	
12773	Profit and Loss Account	15108
<u>12900</u>	Contingency	<u>12900</u>
<u>25673</u>		<u>28008</u>