

St Thomas Allotment Association



MINUTES v1.1

AGM | 3.30pm, Sun. Mar 13th 2022

for Adoption of Accounts 2019-20

Exeter Community Centre

by email invitation to all registered members;

covid-caution rules apply: formal sign-in & out but masks no longer req. in common areas

OPENING OF MEETING

1. PRELIMINARIES

- 1.1 Circulation of List of Currently Enrolled Members. *Tabled.*
- 1.2 Agreement that all enrolled Members have been invited. *Agreed.*
- 1.3 Present/apologies and confirmation of quorum. 🍏 Members present: John Butler | David Solman | Paul Collier | Richard Brownbridge | Claire Richards | Bill Turner 🍏 Apologies: Charles Knill & Jim Clark. | 🍏 Non-attendance: other members had not replied. Quorum: Members noted that the current constitution does not specify any; they encouraged the committee to present a draft amendment to do so, for approval at the next AGM.
- 1.4 Agreement to the draft Agenda as pre-circulated and/or tabled on the day. *Agreed.*

2. APPROVAL OF ACCOUNTS

- 2.1a VA Accountants report for the Association's financial year 2019-20. *Tabled.*
- 2.1b Questions or queries relating to the accounts. *Members spent some time going through the accounts in detail, and fielding questions, to ensure a full understanding.*
- 2.2 For decision: recommendation to adopt the accounts. *The accounts were adopted.*
- 2.3 For decision: recommendation to appoint VA Accountancy for the accounts for the financial year 2020-2021. *Agreed.*
- 2.4 For decision: recommendation to appoint The Chair and Treasurer as trustees (i) in whose names the assets of the Association will be held in trust; (ii) in whose names the accounts provided by VA Accountancy may be signed off in trust for the members of the Association; & (iii) in whose names (as trustees acting on behalf of the members of the Association) VA Accountancy may request sign-off of any Corporation Tax assessments, whether £zero or greater. *Agreed.*

3. MATTERS ARISING

- 3.1 Approval of the previous minutes. *The draft minutes were circulated and read out line by line. They were then agreed/signed without any amendments. Members noted that the version of the constitution*

downloadable from the Association's website pre-dated the version agreed in minutes, and asked the Committee to remedy this. Members further noted that there had been a request for the Committee to try to disaggregate financial data for each allotment site, and a short paper or note from the Committee on its practicality or otherwise, would be welcome at the next AGM.

CLOSE OF MEETING



[Draft version recommended by the Committee | Signed

A handwritten signature in black ink, written over the dotted line for the signature field.

Dated: .. 28th April 2022 ..

Final Version Approved by Members at an AGM | Signed:

Dated: