

Meeting Notes of the Annual General Meeting

Date: Wednesday 16th October 2024

Time: 19.00 – 21.00

Venue: The National Archives, Kew TW9 4HF

Attendees from the current Executive Committee

Shiona Williams (Chair)
Steve Williams (Hon. Treasurer)
Diana Ormond (Hon. Secretary)
Janet Clark (Membership Secretary)
Russel Hayes
Maggie Mason (Co-opted, Gardening)

Meeting notes recorded by:

Diana Ormond (Hon. Secretary)

Apologies noted from:

- Patron: Sir Donald Insall
- Members: Apologies are appended to these minutes.

Around 80 members attended.

	<u>Introduction</u> <ul style="list-style-type: none">• The Chair, Shiona Williams, welcomed everyone to the AGM for 2023/24 at the end of a busy year in office.
1.	<u>To accept the Minutes of the Annual General Meeting held on 17th October 2023</u> <ul style="list-style-type: none">• This was proposed by Roger Mason and seconded by Paul Bethel; the minutes were accepted as an accurate record. The proposal was approved by all members participating.
2.	<u>To accept the Annual Report of the Trustees</u> <ul style="list-style-type: none">• The Chair presented her report, highlighting some of the key issues addressed during her year in office [see slides on the website] (from 1st August 2023 to 31st July 2024). These are included in her full written report which is available, together with that of the trustees, on the Kew Society website. She thanked all the trustees of the Society for their work during the year. She emphasised that although three new trustees were standing for office this year and would fill some of the gaps left by the departing trustees, additional volunteers were still needed. In particular, help was needed to cover planning and social media.• The Annual Report was proposed for acceptance by Claire Bethel seconded by Sir

	David Durie and approved by members as well as the proxy vote received in advance of the meeting.
3.	<ul style="list-style-type: none"> • <u>To accept the Annual Statement of Accounts</u> • The Treasurer, Steve Williams, explained and summarised the accounts for the Society for the year ending 31st March 2024. He thanked Shiona for her leadership during the past year and for all her very hard work networking with people, attending and setting up meetings. Full details are set out in the written accounts which are available on The Kew Society website. Compared to last year, there had been an increase in costs and expenditure. The main item of about £4,000 was spent on the new website and associated costs. There will be continuing costs associated with the new website in the coming year. These accounts are examined by Claire Satow who carried out the work on a pro bono basis for which we are very grateful. • Steve Williams asked for any specific questions about the accounts. • Q What impact will moving to a direct debit system have on our income? • A We are yet to see but ultimately, we hope this will be a better system. • Q Do we pay for using the archives? • A Yes – about £90 each time. • Q What are the assets of the Society? • A We have about £25,000 as reserve. • Acceptance of the accounts was proposed by Geoff Williams, seconded by Roger Mason and approved by a vote.
4.	<p><u>Election of members of the Executive Committee</u></p> <ul style="list-style-type: none"> • Mary Done and John Ricketts are retiring having served their maximum term as trustees. • Three members are willing to stand as trustees. They are Trevor Whittaker, Dr. Sarah Clarke and Bettina Kaemmerer. They were proposed as trustees by Jane Hogan, seconded by Heather Wakefield and approved with a vote.
5.	<p><u>Election of Officers of the Executive Committee</u></p> <ul style="list-style-type: none"> • The existing Trustees had put forward the following as Officers of the Executive Committee of the CIO: Shiona Williams as Chair, Trevor Whittaker as Vice-Chair, Steve Williams as Honorary Treasurer and Diana Ormond as Honorary Secretary. • These were proposed by Nick Hutchings seconded by Paul Bethel and approved with a vote.
6.	<p><u>Appointment of Claire Satow as Independent Examiner for the year ending July 31st, 2024</u></p> <ul style="list-style-type: none"> • Claire Satow's appointment for the coming year as Independent Examiner of Accounts has been approved by the Executive Committee.

	<ul style="list-style-type: none"> This was proposed by Roger Mason and seconded by Claire Bethel and approved by all present. <p>Proposed changes to constitution</p> <p>We propose two small changes to reflect the move to a direct debit system.</p> <ul style="list-style-type: none"> Change in the definition of a member. Proposed by Bettina Kaemmerer, seconded by Janet Clark. For members paying by direct debit, their renewal will occur on the anniversary of payment. Proposed by Geoff Williams and seconded by Heather Wakefield. <p>Many thanks to our patrons for their continuing interest and great support. A previous patron, Gudron Edwards, died peacefully at home recently and her son has said that anyone who would like to attend a celebration of her life at the Musical Museum should get in touch with the chair for arrangement details.</p> <p>A presentation was made to trustees and committee members who are retiring. Unfortunately, Sue May is currently away but all were thanked for their contributions to the Kew Society and all their related hard work.</p> <p>Mary Done, speaking on behalf of them all, said how much they had enjoyed being the Events Team, and what fun it had been. She wished Bettina best of luck.</p>
7.	<p><u>Q&A from members of The Kew Society</u></p> <ul style="list-style-type: none"> A member of the Society enquired whether there is a representative from The Archives to support step free access? Steve Williams: Not at present. Diana Hutchings: I have a query about Pensford Field. What is TKS stance on this? Shiona Williams: We are working hard with all parties – the council has apologised for the lack of consultation. The leader of the council has organised a meeting for both charities and TKS hopes to be there. Julia Welchman: All state schools were encouraged to plant trees at the start of Pensford Field 30 years ago – could we contact those children to enlist their help? Shiona Williams: our remit is to try to help all parties involved to come to a satisfactory decision that protects the environment and the community space.
8.	<p><u>Any other business</u></p> <ul style="list-style-type: none"> SW thanked patrons and the committee and co-opted members on the committee for all their work during the year. There was no other business.

List of apologies:

Sir Donald Insall
Donna McDonald

Sue and Paul Cole
Helen Whitten
Krystyna Blackburn
Robert and Diana Guy
Nick and Clare Thompson
Richard Ward
Roger and Sue Mason
Robin Jowit