

CAMBRIDGESHIRE ACRE (ACTION WITH COMMUNITIES IN RURAL ENGLAND)

ANNUAL GENERAL MEETING

**Minutes of the meeting held on
Tuesday 26 September 2017 at 2.00pm
Whittlesford Memorial Hall, Mill Lane, Whittlesford, Cambridge, CB22 4NE**

Present:

Members as stated on 2017 attendees list

Apologies for absence:

Members as stated on 2017 apologies list

In attendance:

Friends, Partners and Staff of Cambridgeshire ACRE as stated on the 2017 attendees list

1. Welcome

The Chairman of Cambridgeshire ACRE, John Yates, took the Chair in the absence of the President, Sir Hugh Duberly, and welcomed everyone to the Annual General Meeting.

2. Apologies for Absence

Apologies for absence were noted.

3. Minutes of the Annual General Meeting held on 27 September 2016

The minutes of the AGM held on 27 September 2016 at Ely Museum were approved by the Members.

4. To receive and approve the Group Report and Financial Statement (including the Auditor's Report)

Nick Pallister, Treasurer of Cambridgeshire ACRE, reported on the financial position of Cambridgeshire ACRE at the end of the 2016-17. He noted that the charity's accounts had received an unqualified, or 'clean', report from the Auditor, Chater Allan and thanked the team there for their excellent service.

Total income was £741,000, down 4% from last year. Total expenditure was £768,000, up 11% from last year. Expenditure therefore exceeded our income during the year by £27,000. There was a small deficit of £3,092 on unrestricted funds and the remainder of the deficit of some £24,000 was attributable to a decrease in the level of restricted funds from £77,000 to £53,000. Nick noted that restricted funds are neutral for Cambridgeshire ACRE as the funds are held on behalf of the funders and are returned if not spent.

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At the end of the year, Cambridgeshire ACRE's accounts showed total assets of £451,659, reduced from £478,612. General unrestricted reserves stood at £153,858. The level of unrestricted funds is in line with the organisation's Reserves Policy and provides a buffer of six months unrestricted funds expenditure. Cash investments are reviewed annually by the Board, in line with the Investment Policy, with the aim of finding products that provide the best rates of interest, without any risk to the capital.

Nick noted that the Board of Cambridgeshire ACRE remains confident that the outlook for the organisation is a positive one, based on the good level of reserves, continued tight control over expenditure, work being completed on existing projects and tenders being completed on new projects.

He concluded by thanking all those staff engaged in the management of the finances for their excellent work throughout the year and proposed the adoption of the financial statements and auditor's report for Cambridgeshire ACRE for the year to 31 March 2017.

The Chairman thanked Nick for his report and asked for the Group Report and Financial Statement to be received by the membership. The members unanimously agreed that the Group Report and Financial Statement should be adopted.

5. Reappointment of Chater Allan as Auditor for 2017-18

The President proposed the reappointment of Chater Allan, Beech House, 4a Newmarket Road, Cambridge CB5 8DT as auditors for 2017-18. The Auditor's fee was confirmed as being in the region of £4,000 + VAT.

This was agreed by the membership and Chater Allan were duly reappointed.

6. Membership Fees

A paper had been set before the membership proposing that the fees for membership of Cambridgeshire ACRE for 2018 be increased in line with inflation to £55.50 for parish councils and community groups and £74 for commercial or statutory organisations.

This proposal was unanimously agreed by members.

7. Elections to the Board

It was noted that four existing trustees, Terry Jordan, David Spreadbury, Elizabeth Stazicker and Geoff Taylor, had retired after three years' service.

Being eligible, all four were offering themselves for re-election. The re-election of Terry, David, Elizabeth and Geoff (proposers and seconders as per the accompanying paper for this item) was agreed by the membership.

In addition, three new candidates, Annie Blair, David Gibbs and Robert Oliver, had been proposed as trustees (see accompanying paper for details of proposers and seconders). The membership present voted unanimously to appoint these three individuals as trustees.

8. To receive the annual report on the year running 2016-17; a presentation by the Chief Executive and staff of Cambridgeshire ACRE

Kirsten Bennett, the organisation's Chief Executive, began by reminding members that Cambridgeshire ACRE's mission had remained the same for over 93 years: to support communities to help themselves. Cambridgeshire ACRE's belief is that people have the capacity and potential to improve the places where they live, work and visit. She noted that she hoped to illustrate this today through staff giving a series of presentation case studies, aligned to the different areas of the organisation's strategy, as examples of how we work with rural communities and the impact this work has.

Under the area of '*Parish and Community*', Lisa Chambers spoke about the organisation's support for Community Facilities Development and the work undertaken to develop the capacity of volunteers to manage community assets. Diane Bayliss spoke about a new project being completed to support the development of Town and Parish Councils.

On the topic of '*Housing and Planning*', Mark Deas spoke about the work of the Cambridgeshire Rural Affordable Housing Partnership in delivering new, affordable homes for local people and about Cambridgeshire ACRE's Neighbourhood Planning Support Service which supports people to have a say in shaping their community.

On the topic of '*Landscape and Environment*', Rachael Brown talked about the work being undertaken to engage local people in the management of water in their communities.

On the topic of '*Economy and Enterprise*', Mark Nokkert gave a case study on Tourism, specifically looking at how Prickwillow Museum had benefitted through the Ouse Washes Landscape Partnership Scheme. Ann Cuthbert presented on the just-concluding, two year, Promoting Ramsey project which has seen the market town of Ramsey develop a brand that has enhanced the town. Kieran Carr then gave a case study on the Cambridgeshire Fens LEADER project, illustrating how funding from LEADER had helped transform a local tourism business.

Kirsten concluded by thanking staff and trustees for their ongoing support and hard work.

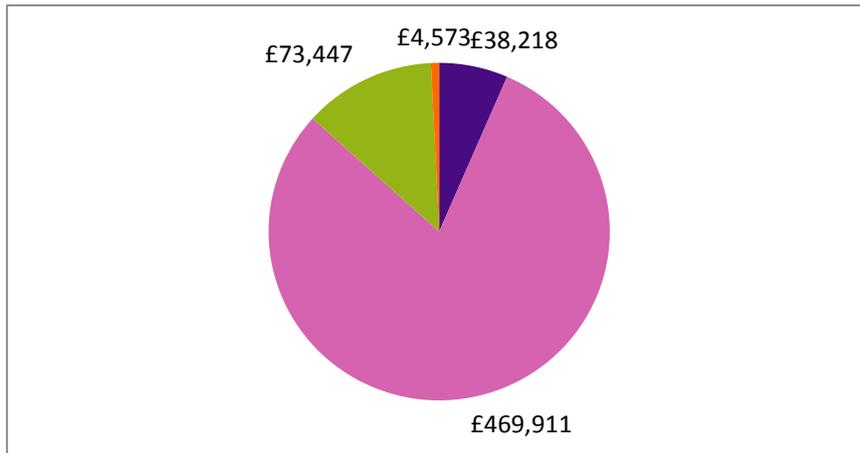
The Chairman thanked Kirsten and the staff for their informative presentations and spoke of his pride in being associated with Cambridgeshire ACRE. He thanked Whittlesford Memorial Hall for the use of their facility, giving particular thanks to the 'Whittlewomen' who provided refreshments and closed the meeting by thanking members for attending and for their continued support.

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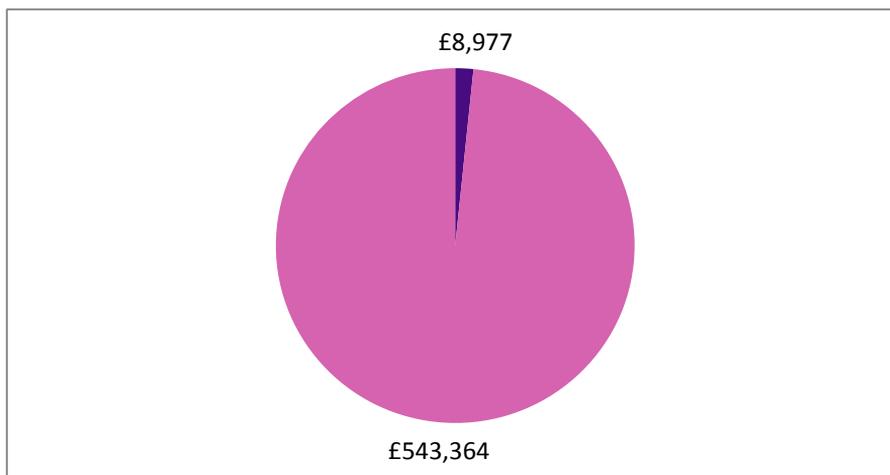
SUMMARY ACCOUNTS FOR YEAR TO 31 MARCH 2018

Total Income: £586,149



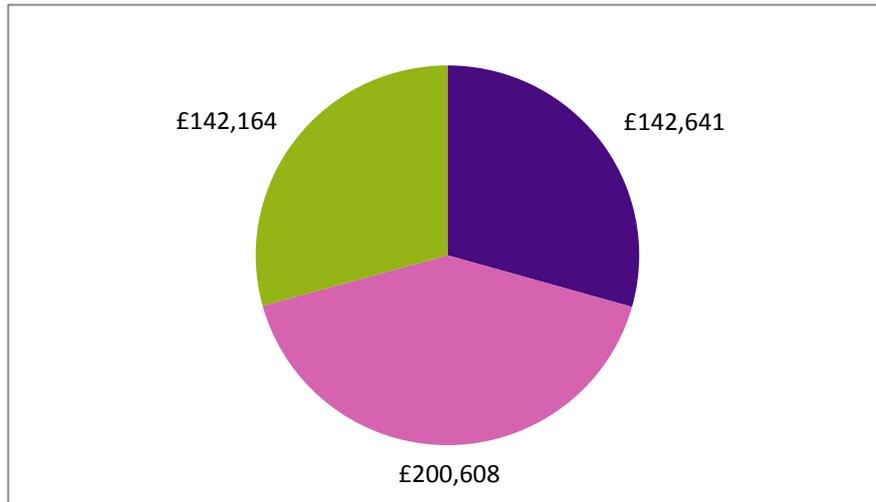
	Donations – includes unrestricted grants and membership subscriptions	6.5%
	Charitable Activities – includes restricted grants and other charitable income	80.0%
	Other Trading Activities – includes business services, agency payroll and contracts/services	12.5%
	Investments – interest on funds held in deposit accounts	1.0%
Total		100%

Total Expenditure: £552,341



	Raising Funds – include printing, publicity and marketing costs	1.5%
	Charitable Activities – includes direct activities, grant funding activity and support costs	98.5%
Total		100%

The funds of the Charity: £485,413



	Restricted funds – funds where the donor has imposed legally-binding restrictions on the use of funds or which are expendable at the discretion of trustees in furtherance of the charity’s objects	29.5%
	Designated and capital funds – funds used to make annual provision to cover otherwise uneven patterns of expenditure (designated funds) and the book value of equipment (capital fund)	41.5%
	Unrestricted funds – funds the charity may use for its purposes at its discretion	29.0%
	Total	100%

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MEMBERSHIP FEES 2019

The Board proposes that the membership fees from January 2019 should increase as follows:

Category	Annual Membership
Trustee For trustees of Cambridgeshire ACRE only	Free
Parish Councils and Groups Aimed at voluntary and community organisations, village halls and parish councils	From £55.50 to £57.00
Statutory Organisations / Businesses Aimed at commercial enterprises, regulatory bodies and other statutory organisations	From £74.00 to £76.00

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ELECTION OF BOARD MEMBERS

NAME	PROPOSER	SECONDER
Brian Hayes	Hazel Williams	Terry Jordan
Michael Hellowell	John Yates	Robert Turner
Hugh McCurdy	Elizabeth Stazicker	Hazel Williams
Jane Logan	Elizabeth Stazicker	John Yates
Robert Turner	John Yates	Elizabeth Stazicker

Biographies

Brian Hayes

Brian has been a trustee of Cambridgeshire ACRE since 1999. He is also a trustee of Branching Out and leads and runs the Parkinson's Ely Support Group. He is a member of the Institute of Civil Engineers, The Chartered Institute of Water and Environmental Management, Royal Society of Health, National Trust, English Heritage, Rotary Club of Littleport and Ely 41 Club (ex-Round Table).

Prior to retirement, Brian ran his own consultancy service specialising in infrastructure design and contract management including overseeing construction work on a number of projects exceeding £1m.

Michael Hellowell

Mike Hellowell joined the Board in 2006. He gained a BSc in Mechanical Engineering from UMIST Manchester whilst with British Aerospace in Preston and, later, worked with UNESCO in Paris and Fisons in the UK. He is the Chairman and Founder of Eurotech International Group Ltd in Cambridge, specialising in supplying internationally, scientific instruments, didactic systems and complete



technical/medical laboratories to research, industry and high educational establishments. Mike has gained wide experience in project management, particularly in North Africa, the Middle East, South East/West Africa, the Americas and South East Asia.

He is a member of the Institutes of Directors, Marketing and Sales Management, as well as being an active Rotarian. He is a past Chairman of Horningsea Parish Council and former Chairman of the Board of School Governors. He is Chairman of Millennium Charities (Horningsea) and a trustee of Horningsea CIC. Mike is an active member of CPRE and was elected in 2009 to CPRE's Cambridgeshire Board Committee.

Hugh McCurdy

The Venerable Hugh McCurdy has been a trustee of Cambridgeshire ACRE since May 2009. Hugh has been Archdeacon of Huntingdon and Wisbech since 2005. He has responsibility for the care of the clergy and church communities in the north and west of the diocese. In his archdeaconry he has nine market towns, everything south of the river in Peterborough as well as a large number of villages.

Hugh served in the Diocese of Ely as Vicar of Histon from 1991 until 2005 and was ordained in the Diocese of Guildford in 1985. In 1994 he was appointed Rural Dean of North Stowe and four years later also became Priest-in-charge of Impington. He was made an Honorary Canon of Ely Cathedral in 2004.

Hugh McCurdy is married to Ruth, previously a Senior Probation Officer who now works as Senior Strategy Adviser for the Youth Justice Board. They have three grown up children and a granddaughter.

Hugh is Vice-Chairman of the Trustees of Ridley Hall Theological College, Cambridge a member of The Church of England's General Synod, President of the Huntingdonshire District Blind Society and a Governor at Wisbech Grammar School.

Hugh enjoys traveling and has recently returned from a cruise in the Baltic where he served as Chaplain to the crew and passengers. He also enjoys cycling and is often seen around Ely and the Fens on his bike.

Jane Logan

Jane has been a trustee since November 2017. Born in Co Antrim she has lived in all four countries of the UK and settled in Cambridgeshire in 1999. After studying for a BA in Archaeology and Theology her intention was a career in the police but an incident on duty caused her to rethink, and she returned to university. After gaining an MA in Heritage Management she worked for the Church of England for 25 years, initially in the Diocese of Lincoln and latterly in the Diocese of Ely. Much of her time was spent giving advice to parishes about the repair and care of church buildings and the attendant legal processes, advising on extending the use of church buildings and finding new uses for church buildings which were no longer required for worship, giving advice about the 600 or so trusts held by parishes, acting as custodian trustee, and administering trusts held by the Diocese. She was, and continues to be, very involved in the villages where she has lived, serving as foundation school governor, and variously acting as PCC Secretary and churchwarden. She has been a licensed lay minister for nearly 30 years.

In retirement Jane continues to be fascinated with archaeology and buildings of all types and ages. She has been involved in organising two exhibitions at Ely Museum, and as well as community activities and the local Conservation Society, reads widely and sails in the Western Isles of Scotland.

Robert Turner

Bio awaited