Cardiff Conservation Volunteers
Minutes of AGM 7th July 2010

Meeting started: 19.38

Present: Robert Hall (chair), Carys Evans, Tony Lovelock, Ann Joice, Alex Boakes, Miranda Morton, John Newton, Ann Jones, Steve Edwards, Amy Shoesmith, Luthfur Rahmann, Geraint Weber (minutes)

1. Apologies: Ian Giblett, Susan and Thomas Simcock, Jenny Jones, Tina Giblett

2. Introduction by Chair of Trustees – Robert Hall

3. Minutes of the 2009 AGM

Proposed by Ann Joice, seconded by Miranda Morton

4. To receive the Annual Report and Accounts of the company for the year ended 31st March 2010

Robert talked the group through the annual report and accounts. The donation of £1000 accepted from Legal & General was noted as a significant additional income in 2009/10 – thanks were offered to Luthfur for his efforts in winning this award. The accounts have been examined by an independent examiner. Thanks were made to Ann Jones, John Newton and Alex Boakes for their work in compiling the accounts and to Susan Simcock for her work in chasing debtors.

Ann Joice (company secretary) signed the accounts.

Acceptance of the Annual Report and Accounts was proposed by Tony Lovelock and seconded by Geraint Weber

5. Green Policy – adopted by the group,

6. Officers Reports

Chief Officer – Geraint Weber
Thanks to everyone for their hard work in keeping the group running smoothly. Notable achievements are the smooth coordination of programme organisation, billing, payments and document management, in particular development and use of Google docs, Topica newsletter and members' area of the website.

Programme Organiser – Amy Shoesmith
Amy was thanked by Tony for her very useful tables of statistics on tasks (location, client, type of task). Tony stated that this year we need to focus on membership. He was impressed that 3 more volunteers passed there dry-stone walling exam in 2009. Training and developing the skills of the group is important for CCV.

Membership Secretaries – Jenny Jones and Luthfur Rahman
Thanked for their work during the year.

Publicity & Tools Officer – Ian Giblett

Thanked for his work during the year.

Treasurer – Ann Jones
Ann was thanked for her work during the year. Robert mentioned that the examiner had felt the accounts were very well organised.

Minibus Officer – Steve Edwards
A verbal report was given by Steve. The van averages about 3000 miles a year. At the last MOT the examiner said the van is in good shape. It was noted that some tasks require “off-road” driving which can be hard on the van.

7. To elect trustees and directors of the company

Alex Boakes is standing down as a trustee/director, and John Newton is standing. Re-election of Robert Hall, Ann Joice, Tony Lovelock, Miranda Morton, Helen Reardon, Amanda Stiltz.

Proposed by Ann Jones and seconded by Amy Shoesmith

8. To reappoint Ann Joice as company secretary

Proposed by Geraint Weber and seconded by Ann Jones

9. Election of officers

Luthfur Rahman stood down as new volunteers officer and Carys Evans stood in his place. Luthfur was thanked for his work.

Chief Officer	– Geraint Weber (appointed by trustees)
Deputy Chief Officer	– to be appointed
Treasurer	– Ann Jones
Membership	– Jenny Jones (members) & Carys Evans (new volunteers)
Programme Organiser	– Amy Shoesmith (client, task and programme coordination), with the help of Steve Edwards (task leader coordination), Thomas and Susan Simcock (task sheets and invoices).
Tools	– Ian Giblett
Publicity	– Ian Giblett
Van	– Steve Edwards
Training	– Tina Giblett

Officers were proposed en masse by Robert Hall and seconded by Ann Joice.

10. Any Other Business

Thanks to Tom and Susan Simcock for minute taking through the year.

Meeting Closed: 20.21