

# TOTNES & DISTRICT SOCIETY

## Notice of AGM

The Annual General Meeting of the Society will take place  
on  
Tuesday 21 November 2023 at 6:30pm  
at  
REconomy Centre. 13 Leechwell Street, Totnes, TQ9 5SX

### Agenda

1. Apologies
2. Minutes of AGM 2022 and matters arising\*
3. Election of Chair
4. Election of President, Officers, and Members to the Committee\*
5. Annual Report of the Chair
6. Hon. Treasurer's Report\*
7. Resolution "that the Society adopt a new constitution" \*.
8. Any Other Business.

\*See attached papers

## Agenda Item 2

### TOTNES & DISTRICT SOCIETY ANNUAL GENERAL MEETING

#### Minutes

The delayed 2022 Annual General Meeting of the Totnes & District Society took place on Tuesday 25 April 2023 at the REconomy Centre, Totnes. 10 members were present.

The chairman, Jim Carfrae, opened the meeting.

#### 1. Apologies

Judy Westacott

#### 2. Annual Report of the Chair (Jim Carfrae)

The Chairman spoke briefly and explained that this was the delayed AGM that should have taken place late last year.

He thanked members for attending and their input. He emphasised the importance of the membership on the influence that the Society may have.

He concluded by thanking Dave Mitchell for his long service as a member of the executive committee and particularly for his work as editor of CONTACT. He also thanked the other members of the executive committee for their work and contribution during the year.

#### 3. Hon. Treasurer's Report (Jeremy Logie)

The Hon. Treasurer presented his annual report for the year ended 30 June 2022 that had been distributed to those attending. *(figures in brackets are for the year ended 30 June 2021).*

He noted that income for year was £551 (£572). Expenditure was £238 (£389). The surplus for the year was £312 (£183).

The Society's free reserves are £4,655 (£4,343).

The funds held on behalf of the Baltic Wharf Brutus Play Scheme were paid over in full during the year.

The accounts were APPROVED unanimously.

The Hon Treasurer noted the assistance of Nigel Kelland as Independent Examiner and requested that a vote of thanks be recorded.

**4. Membership Secretary (Jeremy Logie)**

The Membership Secretary reported that there had been no significant change in the membership during the year.

**5. Election of Officers and Members to the Committee**

The Chair asked the Secretary to take the chair. Jim Carfrae was proposed and seconded for the office of Chair and was duly re-elected on a show of hands.

The Chair proposed and was seconded that the current elected President and members of the Executive Committee be re-elected, and this was agreed on a show of hands.

The President, Officers, and Executive Committee members as of 25 April 2023 are:

President	Judy Westacott	
Officers	Jim Carfrae	Chair
	Tom King	Secretary
	Jeremy Logie	Hon.Treasurer and Membership Secretary
	Kate Wilson	Planning Officer
Executive Committee Members	Paul Bennett	

**6. Any Other Business – None.**

There being no further business, the meeting closed at 6:50PM.

## Agenda Items 3 and 4

### The Totnes and District Society

#### Current President, Officers, and Committee Members

The President, Officers, and Executive Committee members of the Society as of 1 November 2023 are:

President            Judy Westacott

Officers	Jim Carfrae	Chair
	Tom King	Secretary
	Jeremy Logie	Hon.Treasurer and Membership Secretary
	Kate Wilson	Planning Officer

Executive Committee Member

Paul Bennett

All the above offer themselves for re-election.

#### New Executive Committee Member

It is proposed that Rod Hewett be elected as a member of the executive committee.

## Agenda item 6

**Totnes and District Society** (registered charity No 258170)  
Annual accounts for the year ended 30th June 2023

INCOME	2022-23	2021-22
Subscriptions	£408.00	£449.00
AGM/Members evening	£0.00	£38.00
Donations	£0.00	£63.65
Bank interest	£0.00	£0.00
<b>TOTAL Income</b>	<b>£408.00</b>	<b>£550.65</b>

EXPENDITURE	2022-23	2021-22
Printing, postage, stationery	£0.00	£0.00
Committee meeting room hire	£20.00	£20.00
Printing CONTACT	£162.00	£156.00
Website	£85.04	£62.24
Bank charges	£0.00	£0.00
<b>TOTAL Expenses</b>	<b>£267.04</b>	<b>£238.24</b>

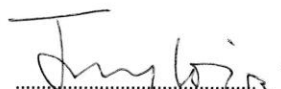
<b>SURPLUS</b>	<b>£140.96</b>	<b>£312.41</b>
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Funds		
Barclays Bank	£4,816.44	£4,655.48
<u>Less: creditor</u>	-£20.00	
<b>Total</b>	<b>£4,796.44</b>	

We confirm that the Receipts and Payments for the period ended 30th June 2023 and the Balance Sheet as at 30th June 2023 are in accordance with the accounts, records and other information provided.



**Nigel Kelland** (independent examiner)



**Jeremy Logie** (Hon Treasurer)

## Agenda item 7

The Society's current constitution dates from the 1960's. It contains a provision that our accounts should be audited that is inappropriate and disproportionately expensive for a charity of our size. We need to amend the constitution to remove this requirement.

Given that any amendment requires some formalities including a resolution at a general meeting, it is proposed that a new constitution be adopted.

The new constitution has been adapted from a template provided by the Charity Commission.

The benefits of a wholesale change would be to bring the provisions of the document up to date and provide much more detailed procedures than we currently have.

The specific changes would include:

1. Clarity as to the management - all committee members would be trustees (a Charity Commission requirement).
2. All trustees would have a one-year term that could be renewed at each AGM (at present there are different terms for some officers).
3. Specific authority to give notices to members by email and the option to allow trustees to use a telephone or video conference service for meetings.
4. Defining the role of 'President' (and if it is to be without voting rights, the holder should not be a trustee).
5. A requirement to produce accounts in accordance with the requirements of the Charity Commission. This removes the specific requirement for audited accounts.
6. Removal of the requirement for a fixed quorum at an adjourned general meeting – the adjourned meeting would be quorate with however many attend.

There will be no change to the purpose (Charitable Objects) of Totsoc. The existing wording will be copied into the new constitution without any changes.

A copy of the existing and proposed constitution have been available from the website and members have been invited to contact the secretary if they required email or hard copy documents.

A hard copy of the documents will be available at the AGM.