



## SOMERSET ARCHAEOLOGICAL AND NATURAL HISTORY SOCIETY

**The 2017 Annual General Meeting held on Saturday 13<sup>th</sup> May at Castle Cary Community Hall**

### MINUTES

**Members present:** Anne Crawford, Betty Cloke, David Baker (Trustee), Karen Turvey, Hazel Hudson, Frances Neale, David Reid, Jerry Sampson, Robin Cloke (Trustee), Madeleine Roberts, David Roberts, Steve Parker (Trustee), David Bromwich, J Hart, N Jimenez, Mary Ewing, Elsa Van der Zee, Martin Davidson (Trustee), Pat Wolseley, William Hancock, Peter Gooch, Joy Gooch, Sue Goodman, Lindon Wooster, N Harvey, John Page, Liz Caldwell, Nigel Pearce, Duncan Chalmers, Pek Peppin, Mary Claridge (Trustee), Louisa Gillett (Office Manager)

The meeting started at 10.05

**1. Welcome by the Chairman of the meeting**

The Chairman welcomed SANHS members to the meeting.

**2. Apologies for absence**

Bob Croft, David Rabson, Brian Murless, Brian Luker, Peter Chilton, Allen Cotton, Dilly Bradley, June Cummings, John Kinross, Pip Osborne, Roger Leech, Alan & Caroline Hudson, Max & Felicity Hebditch, Mary Siraut, Chris Jessop, Brian Kirt, Jane de Gruchy, David Dawson, Lady Gass, Ron Sims, Chris Chanter, Polly Corbishely, Simon Leach, Bill Kelly, Chris S,

### INDUCTIONS

**3. Induction of Pat Wolseley as President for 2017-2018**

Stephen Parker formally inducted Pat Wolseley as SANHS President for 2017/2018. He introduced her as a worldwide expert on lichens spoke of her involvement in the Open-Air Laboratory, a citizen science project carried out by the British Lichen Society, of which she is a member.

**4. Induction of Anne Crawford as Vice-President for 2017 – 2018**

Stephen Parker formally inducted Anne Crawford as the Vice-President for the next year.

### MINUTES

**5. Minutes of the Annual General Meeting dated 14<sup>th</sup> May 2016**

The Minutes were put to the AGM for approval. The Minutes were approved by the meeting and signed by the Chairman.

### EXECUTIVE REPORTS

**6. Chairman's Report**

The Chair gave an expanded version of his report which had been previously circulated.

**7. Annual Report and Accounts 2016**

Mary Claridge talked to the annual accounts.

She reported in more detail on the SANHS investments, predicted expenditure for 2017, and keys risks to the Society as follows;

- The Board have reviewed the performance of Brewin Dolphin in managing the SANHS portfolio which has performed above the market. The Board also looked at the fees they charge to the Society and agreed that their fees are reasonable.
- A review was carried out of the risk level of investments with Brewin Dolphin and a balanced risk category which allows medium returns without undue risk was agreed.
- During the year, on the advice of Brewin Dolphin, SANHS investments were adjusted to reduce the CCLA Investment holding and reinvested by them. This was to further spread our funds across a broader portfolio. Detail of the investments can be seen on page 22 of the accounts.
- In the coming year, SANHS will have to comply with legislation governing the regulatory framework for firms that provide investment services in the EU. This will affect all SANHS transactions from January 2018. This will be subject to an annual renewal fee and will be handled for the Society by Brewin Dolphin.
- The accounts for 2016 are broadly balanced, although the accounts on page 17 show a small discrepancy.
- Nevertheless, SANHS does not have sufficient monies in its unrestricted general purpose funds; there should be 50% of what is required to cover the next 12 months of operation, meaning at least £18,500 rather than the figure of £13,561 shown on page 24 of the accounts.
- The Board will be asked to review this in line with their consideration of the 2017 business plan and 2017 budget. The latter was presented to the Board earlier this year and will be re-presented for approval in June with various resets to expenditure.
- The Board will also be asked to adjust the Society's designated funds to cover various anticipated expenditures such as Norman Gardens which requires urgent work to make it safe as well as investment in a new membership database. The Society will also be required to contribute towards the funding of the new website project.
- Norman Gardens and the expenditure it may require by SANHS is the key financial risk for the Society. It is a piece of work which has been outstanding for several years and must be addressed over the next 12 months. An estimate for essential work has been given to the Society and is likely to be tens of thousands of pounds. The Society needs to explore fundraising for its activities.
- Membership is another risk. We need to make growing the membership a real priority, emphasising the benefits of belonging to SANHS and encouraging donations to enable the Society to sustain its work for the heritage of the County.
- MC stated that she will be asking key members of the Board and Chairs of Committees to meet with the Society's accountant, Anthony Porter to assess the sustainability of the Society in the light of the risks we currently face.

The Chair proposed the annual accounts were adopted by the meeting, however, there was uncertainty if a non-quorate meeting could adopt the accounts. After some discussion, it was decided to seek advice from the Charity Commission. The office manager was asked to approach the Charity Commission and request their advice.

## **8. Report of the Heritage Grants Committee 2016**

Stephen Parker spoke of the sad death of Barry Lane, secretary of the Heritage Grants Committee.

## **ELECTIONS**

### **9. Election of Trustees to the Board**

The Chairman drew the attention of the Members to a new trustee David Baker. It was explained that he has stood as a SANHS trustee in the past. His appointment was proposed by Stephen Parker and approved by the meeting.

**10. Appointment of Executive Officers for the period 2017-201**

The following Executive Officers were re-elected:

Chairman: Stephen Parker

Honorary Treasure: Mary Claridge

Vice-Chairman: Martin Davidson

Proposed by Betty Cloke and seconded by John Page.

**11. Election of committee members**

Subject Committees will be elected locally.

**12. Confirmation of Appointment of Independent Financial Adviser**

Anthony Porter agreed to continue to serve the Society as Independent Financial Adviser for the coming year. Proposed by Mary Claridge and seconded by William Hancock.

**13. Confirmation of other appointments**

The Chair confirmed appointments of; David Bromwich as Honorary Librarian, Sue Goodman as Honorary Deputy Librarian and Mary Siraut as Proceedings Editor.

**14. REPORTS ON SUBJECT COMMITTEES, COLLECTIONS AND OTHER ACTIVITIES**

**PROPOSALS**

**15. Amendment to the constitution: a change to Point 16.2 of the constitution to read:**

*At a meeting of the Board of Trustees, the quorum shall be five.*

There was some discussion about the proposal to change the quorum. It was decided that the quorum would remain the same but the Executive would develop a voting mechanism for absent trustees to ensure decisions are quorate.

**Any other business:** None

The meeting closed at 11.25am.