

The Green Gram Steering Group Meeting

on Tuesday 23rd May 2023

Location: 8 Elmwood Ave

Time: 8.30pm

Agenda

1. Apologies for absence
2. Approval of minutes
3. Approval of accounts
4. New committee members update
5. AMM agenda and format for in absentia votes
6. AOB
7. Date of next meeting

The Green Gram Community Shop - Minutes of Meeting

Date: 23rd May 2023

Venue: 8 Elmwood Avenue, Fordingbridge

Present: Jo Anderson, Phil Cheesman, Helen Harding, Wendy Reid, Louise Tonkin

8. Apologies for absence
 - a. Jo Cheesman
9. Approval of minutes
 - a. AMM notice according to rules is min 14 days before, so we're already covered. Agenda needs to be set out with voting details once we've decided. HH suggested advertising in shop – actually also a requirement according to the rules – but presumably only members can vote. Volunteers have been invited but have to be members to vote. **JA/HH** to check
 - b. Business plan – **HH** to update with final details (budget?) etc
 - c. Quorum – 10% of members = 14, which shouldn't be a problem
 - d. Minutes approved by consent
10. Approval of accounts

- a. LT asked if any questions – HH – other operating incomes? Grants and other donations – HCC waste prevention, EPOS
- b. Some queries about other amounts – overlap between grants being received / trade debtors etc. prepayments to e.g. Plunkett’s subscription – insurance, Octopus deposit, service charge
- c. The committee are all happy with the accounts and to recommend for approval by the member at the AMM – also happy with the policy re: reserves
- d. Corporation tax – LT to chat to Cadwalladar accountants, may charge for advice – will provide independent examination from £465 + VAT – possibility of review by friend of LT

11. New committee members updates

- a. New potential members – Judith Plumley, Tania Baker, Sue Woolcott, Paul Harding. Sue to take on volunteer co-ordinator which is excellent, as Chris is standing down. Plan is to vote en bloc at the AMM if 9 or fewer.

12. AMM agenda and format for in absentia votes

- a. Potential projects
 - i. Ann Dennis / Scouts - submitted
 - ii. Clare Godson / Avon Community matters
 - iii. Committee previously mentioned Men’s Shed – JA to check what they might want money for. Paul Dennis confirmed (during the meeting!) that they might be OK but will ask Trustees
 - iv. WR mentioned New Life Church for summer holiday support packages – WR to contact and ask
 - v. Proposals can be from anyone, members vote
- b. Accounts – also to be sent to members
- c. Resolution for review
 - i. First year can be signed off by committee – resolution relates to following year – to do with turnover following years £5k++ – qualified persons review next year. Independent – cannot be committee member or associated.
- d. Voting
 - i. Resolutions
 - 1. Approving accounts
 - 2. Resolution re: audit
 - 3. Committee

4. Projects – in advance

- e. How is a successful count decided? Simple majority for most resolutions – audit resolution has lower threshold. So all resolutions.
- f. Email voting in advance by midnight Fri 23rd June – reply to email from JA
- g. Sign in when arrive – need to double-check names in attendance against prior voting
- h. Voting for projects – on arrival give 3 butter beans.
- i. Agenda agreed

13. AOB

- a. Nice to have a volunteer social fairly soon after the AMM – dates? HH to suggest 16th July or 23rd July – Chris to pass on
- b. Some discussion around moving to old Harrisons' premises – much bigger and storage, plus side access etc.

14. Date of next meeting

- a. Monday 19th June 2023 8pm
- b. Phil & Jo's house Charing Cottage, Station Road, Alderholt SP6 3RB