

WOODLAND PARK COMMUNITY GROUP
Registered Charity No. 1089740

ANNUAL GENERAL MEETING 2020/21
Saturday November 6 2021 at 11am
Greyladies Arts Centre (GAF) Bursledon SO31 8DU

MINUTES

Present: Eric Reed (in the chair) Steve Porter Rachel Porter David Chun
Tony Osmond Diane Andrewes - Trustees

In attendance: Charlotte Walker (One Community)
Lin Essaye (Bird Count)

1 CHAIR'S WELCOME & OPENING REMARKS

The Chair thanked the Trustees for their attendance at the meeting and for their work during the past year in making significant improvements to the Woodland Park, in line with the agreed actions listed at the 2020 AGM. He also welcomed Charlotte Walker of One Community and Lin Essaye, organiser of the bird count.

2 APOLOGIES

None

3 MINUTES OF 2019/2020 AGM

The minutes were agreed unanimously, proposed David Chun, seconded Tony Osmond

4 ANNUAL REPORT & ANNUAL ACCOUNTS 2020-2021

4.1 The Hon. Secretary, Diane Andrewes, presented the Annual Report, which was illustrated by photographs of the Park and the Trustees' activities. It included a statement about the charity, its situation and aims, and management structure. Key decisions were highlighted and a report was given of the work achieved on the site throughout the year. It was noted that progress had been made with implementing aspects of the Management Plan and the Tree Survey, collecting evidence of users, monitoring risk assessment and collecting litter – all for public benefit.

4.2 The Hon. Treasurer, David Chun, presented the accounts for the financial year June 25 2020 – June 24 2021.

The Report and Accounts were adopted unanimously, proposed by Steve Porter, seconded by Rachel Porter

5 BIRD COUNT

Lin Essaye presented the first report which included details of the proposal, its aims and method. Lin was thanked for her work.

6 ELECTION OF TRUSTEES: (no fewer than 6 and not more than 12)

6.1 **Diane Andrewes, Tony Osmond, Steve and Rachel Porter and Eric Reed** were willing to continue.

6.2 **David Chun** to continue pro tem until his replacement is elected.

6.3 **Lin Essaye** accepted an invitation to become a Trustee and was duly elected – proposed Diane Andrewes, seconded Eric Reed.

6.4 David Chun resigned as Trustee and Hon. Treasurer. A vote of thanks was proposed by Diane Andrewes for the valuable contribution David had made to the Trust as Chair of Trustees and then as Hon Treasurer.

7 ELECTION OF OFFICERS

CHAIR: Eric Reed

VICE CHAIR: Steve Porter

HON SECRETARY: Diane Andrewes

HON TREASURER: Eric Reed

WEB MASTER: Steve Porter

8 APPOINTMENT OF MANDATE SIGNATORIES:•

It was agreed that the Trust's Officers should be the signatories: Eric Reed (Chair & Hon. Treasurer) Steve Porter (Vice Chair) Diane Andrewes (Hon. Secretary)

9 PROGRAMME OF SUNDAY MEETINGS FOR 2022

March 6 June 5 September 4 December 4

10 MOTIONS:

10.1 “*That the Trustees investigate further the feasibility and practicability of converting the Woodland Park Community Group to a Charitable Incorporated Organisation (CIO).*”

- Proposed David Chun, seconded Diane Andrewes

The issues that were raised during the discussion were:

- The need to convert to a CIO was driven by the Charity Commission requirement to adopt the model constitution required for charities that are trustee-led, not member-led, and the conversion would then reflect and be in accordance with the current management structure of the charity
- The conversion would allow a change of name and more protection for the Trustees.
- A Special Meeting of Trustees had been convened to address this issue, but advice from the Charity Commission had not been forthcoming in time to inform a decision prior to the AGM.
- Charlotte Walker drew attention to the lack of capacity of the Trustees to make the conversion decision, given the requirements of the current constitution, e.g. lack of quorum and voting members.
- The question of future ownership of the land was still undetermined.

The motion was agreed unanimously and the following actions were authorised:

10.1.1 To investigate further the question of land transfer

- 10.1.2 To recruit members to meet the requirements of the current constitution and to consider the intention to convert to a CIO (Association)
- 10.1.3 To hold an Extraordinary General Meeting to determine the conversion application.

10.2 “That, pending a final decision about conversion to a CIO, Trustees shall re-visit the proposal to amend the current Woodland Park Constitution and change the name to BURSLEDON WOODLAND PARK TRUST, as previously proposed. (Such amended constitution to be substantially in accordance with the draft previously agreed by the Trustees.)” - Proposed David Chun, seconded Diane Andrewes
MOTION WITHDRAWN

11 AGREED ACTIONS FOR 2022

- 11.1 In addition to routine maintenance, to continue the implementation of the Management Plan and Tree Survey
- 11.2 To continue path and bridge and boardwalk improvement
- 11.3 To receive progress reports on the bird count and tree works.
- 11.4 Other

There being no further business, the meeting was closed at 12.15

Signed