



Mill Road Winter Fair

Minutes of AGM 16/03/10

Baptist Church. Mill Road 7pm

An attendance sheet was passed around and shall be held by the MRWF Association as a record of attendance There were 39 people present.

1. Chairman's Remarks

A copy of the Chair's report is filed with these minutes.

Suzy Oakes welcomed everyone and thanked them for coming. The 2009 Fair had had 70 stalls and about 700 people involved in various ways as traders, performers, stewards, and so on. This huge community involvement is what gives the Fair its special character which is precious to us all. Suzy stressed that the Committee's role was a facilitating one, offering some central organisation, PR, Health and Safety framework and an infrastructure such as marquees and road closure. We welcomed initiatives such as HATS! which was self funding, self organising but which kept the committee informed and involved. Anyone, or any group should approach us with ideas and projects.

She highlighted the successful Road Closure which enabled our many visitors to have a safe and happy day and which had imparted a wonderful atmosphere to the street and all its activities.

She made a special appeal for people to help with signage; the Flags of a previous Fair had been really popular but needed a team of people prepared to put them up on the Friday evening or early Saturday morning. Help is also required with distribution of the brochure about two weeks before the Fair.

There were very many people who deserved thanks but she mentioned in particular:

Andrew Bush for his generous sponsorship

The City Council for its support, council officers and local councillors

The Police

Christine Pearce and The Salvation Army Centre for their generosity in allowing the Committee to use rooms

Aiysha Malik for all her work on the programme, and Judy Linford, Daisy Zoll and Sarah Robson for their design work

Felicity Macdonald Smith, Susanna Fleet and Margaret Starkie for their work with the collection tins

Margaret Starkie for her co-ordination of Volunteers

Lenore Muskett for her work with stalls

Sue Fitzgerald of Ditchburn Place

Al Amin's, Kymmoy's and Sweet 'n' Spicy for their kind donations of refreshments.

David Hollingsbee and Kath Austen for their work on the 2009 committee.

In conclusion she was pleased that the Fair had continued to grow but still managed to retain its local flavour.

2. Apologies and Minutes

Apologies had been received from Amanda Price – Lifecraft, Ann Weitzel – Headway, Annette Heilbron, Ed Jenkins, Fran Alexander, Gavin Adam Wood, Ian Steed - Humanitarian Centre, John Rees, Mark Copestake, Martin Roach, Mike Tabrett, Miriam Schoeneberg – ARU, Sandra Stafford – Trashchic, Tara White – ARU, Tony Harrild, ARU, Watergull Orchards, Richard Wilson, Angelika von Heimendahl, John West and Mo Sullivan

The Minutes of the 2009 AGM were officially adopted as true record and signed by the Chairman.

3 Reports from Officers.

a) Treasurer

A copy of the 2009 Accounts and Treasurer's report are filed with these minutes

Andrew Phillips as Treasurer elect paid tribute to David Holingsbee who had been the Treasurer for the 2009 Fair. His report highlighted the relationship between the Fair and the Festive Lights Association, the increased income from grants and advertising revenue and the increased expenditure particularly for the Road Closure.

b) Safety Officer.

A copy of the Safety Officer's report is filed with these minutes

Jonathan Goodacre outlined the background to the very successful Road Closure and our hope for agreement again this year, with maybe an increased area included. He paid tribute to the work of the stewards who made the day possible. Inadequate radio coverage had again been an issue during the day.

He gave special thanks to:
Clare Hedges (Deputy Safety Officer)
The Safety Advisory Group
Mark Gibson from TMS
St John's Ambulance
Regent Language School for allowing their premises to be used as Safety HQ
Andy Fisher
Stagecoach.

c) Petersfield Co-ordinator

A copy of this report is filed with these minutes

There were 67 venues in Petersfield and 26 advertisements placed. The Road Closure was hugely welcome though concern was expressed about the visitors' expectation that the whole street was closed which led to some potentially hazardous behaviour. It was unlikely that the

ARU gallery would be used in subsequent ideas but alternative indoor venues were problematic which also made bad weather contingency planning difficult.

The Food Fair had been successful and thanks were paid to the Trustees of the Mill Road Cemetery for allowing the Avenue of Limes to be used as a venue. It was hoped that some work might be carried out to improve the surface of the avenue especially in bad weather.

The Opening Ceremony would be reviewed with the aim of speeding up proceedings.

Thanks were also paid to

Adeline Douard for managing the marquee on Donkey Common

Ruth Sidell and Chris Swales for work with the Food Fair

Mark Copestake for managing Ditchburn Place and the Opening.

d) Romsey Co-ordinator

A copy of this report is filed with these minutes

Anne Prince again welcomed the Road Closure and the good weather.

12 advertisements had been placed from Romsey and the trader involvement there had been very gratefully received though more was still needed. The idea of centering all children's activities in Romsey Mill had been successful, but since Amy Hoppett had moved to London there was need for a new Children's Co-ordinator. The Music in the Labour Club would be reviewed as evening performances might be more popular.

She paid special thanks to

Mo Sullivan

Amy Hoppett

Judy Linford

Eryl Griffiths for HATS!

Questions to Officers

a) Clifford Bell from the Cambridge Caribbean Association asked about the radios being used by the stewards. He and JG will discuss suggestions by email.

b) Margaret Starkie asked if photographs of HATS! participants could be sold to those participants. Eryl Griffiths said that several aspects of HATS! were under review including this; photos of all winners and those commended were on Facebook and maybe all could be available there.

MS also commented that the Friends of the Fair leaflet had probably not been well placed in the centre of the programme as it was discarded by people anxious to look at the map.

SO agreed that this was so.

MS further questioned the usefulness of the Collecting Tins as they raised insignificant amounts of money and involved considerable work.

SO felt they fulfilled the purpose of keeping the Fair in peoples' minds throughout the year, but we should only concentrate on the more successful venues where people did have small amounts of change.

4. Proposed new constitution

Suggested changes to the constitution had been circulated by email and were also available to the meeting together with a track changed version of the original and the proposed new version.

The Chair, SO, asked for questions or comments.

Margaret Starkie queried the usefulness of the section on unlawful discrimination. On behalf of the Committee Clare Hedges replied that whilst it would have been possible to have phrased the sentiment more positively it was the kind of sentence which funders expected to see in any constitution. Jonathan Goodacre explained that a fuller expression of the Fair's attitudes would be drafted together with an Equal Opportunities statement. These would become policies of the Fair but did not need to be in the constitution.

Margaret Starkie also questioned the fact that the new constitution did not prescribe a Fund Raiser Officer. SO replied that the committee found it more useful to fund raise as a team, and that we welcomed a new member of the committee who had the necessary skills to co-ordinate our efforts.

The Chair asked for a show of hands in support of the proposed new constitution. There was unanimous agreement with no abstentions and no opposition

The constitution was therefore formally adopted and signed by the Chair. It is filed with these minutes

5 Reserves Policy

A draft reserves policy had been presented to everyone at the meeting reading: 'Mill Road Winter Fair seeks to maintain a cash reserve about 20% of annual turnover as a contingency fund'

It was suggested that the words 'take forward' should be used in place of 'maintain' and with this amendment there was a show of hands in favour of the adoption of this policy. There was unanimous agreement with no abstentions or opposition. The following is thus accepted as a policy of the Mill Road Winter Fair:

Reserves Policy

'Mill Road Winter Fair seeks to take forward a cash reserve about 20% of annual turnover as a contingency fund'

5 Election of Officers

The secretary, Caro Wilson, read out the received nominations for Executive positions. There were no further nominations from the floor and none had been emailed to her. As all the positions were uncontested there was an affirmation that all the candidates be accepted by show of hands. The following candidates were duly elected:

<u>Chair</u>	Suzy Oakes	Nominated by Caro Wilson Seconded by Alison Mc Taggart
<u>Vice Chair</u>	Anne Prince	Nominated by Caro Wilson Seconded by Jonathan Goodacre
<u>Safety Officer</u>	Jonathan Goodacre	Nominated by Clare Hedges

Seconded by Adeline Douard

<u>Treasurer</u>	Andrew Phillips	Nominated by Suzy Oakes Seconded by Caro Wilson
<u>PR Officer</u>	Polly Plouviez	Nominated by Suzy Oakes Seconded by Andrew Phillips
<u>Secretary</u>	Caro Wilson	Nominated by Adeline Douard Seconded by Suzy Oakes.

6 Other Committee Members.

The following were proposed as committee members and duly elected by show of hands:

Abdul Arain	Nominated by Alison Mc Taggart Seconded By Caro Wilson
Clare Hedges	Nominated by Jonathan Goodacre Seconded by Suzy Oakes
Adeline Douard	Nominated by Suzy Oakes Seconded by Jonathan Goodacre
Cindy Pandiya	Nominated by Andrew Phillips Seconded by Suzy Oakes

The Chair reminded everyone that anyone who was interested in joining the committee was welcome to attend a committee meeting to see what was involved. There were also always vacancies for volunteers

7 AOB

- a) Eryl Griffiths asked for more volunteers for HATS!
- b) John Frampton expressed interest in working on the website

There being no other business Suzy Oakes again thanked everyone for coming and for their continuing support for the Fair. She then declared the meeting closed.

