

# Burton Latimer Heritage Society

## 2018 Annual General Meeting

Held at the Civic Centre Burton Latimer, Thursday 15<sup>th</sup> March 19:30.

Present: **Committee:** John Meads (Secretary), Ian Watson (Treasurer), Trevor Cooper, Ruth Groome (BLTC Representative), Ian Hebden, Anita Marks (chair elect). Janet Meads, John Peck, Godfrey Bigley (minutes Secretary)

**Members:** Jennifer Blount, Celia Burdett, Doreen and John Cooper, Tony Dacre, Helen Featherstone, Tony Granger, Linda and Gary Gregory, Christopher Groome, Margaret Heels, Margaret and Peter Jones, Roger Knight, Gillian & Nicholas Loake, Chris Long, Veronica Nicell, Janet Peck, Carolyn and John Ramsbottom, Janis Raynes, Roy Stretton, Derrick Smith, Pam and Nick Smith, Derek Turner, Marion and Robert Turner.

1. It was proposed by John Peck and Seconded by Trevor Cooper and carried unanimously that Anita marks should chair the meeting.
2. Apologies were received from John and Judith Clipston, Mick Roche (BLTC Representative) and Edwina Marks.
3. The minutes of AGM held on 16<sup>th</sup> March 2017 were approved without amendment and signed by the chair.
4. There were no matters arising from the minutes.
5. The retiring Chair was unable to attend the meeting due to ill health
6. The Secretary gave the following report

This has been quite an eventful year for the society. We are sadly saying goodbye to three long-serving committee members, Judy Clipstone, our chairman for the last three years and her husband John. Both of them have worked hard for the society in supervising at the museum, making items for sale and, until ill-health prevented them, helping at the market stall. Ivan Cox is also retiring through ill-health. Ivan was a very handy man when jobs needed doing in both of our museums and we already miss this help and his contributions at our committee meetings.

Our two 2017 exhibitions Life Below Stairs (domestic service) and Wind & Water (the mills of Burton Latimer) attracted almost a thousand visitors and opened lots of eyes to previously unknown facts about Burton Latimer and Burton Latimer people. We had a visit from Helen Blaby of Radio Northampton in April who was very complimentary. Our thanks, as always, go to the people who loaned us items for display and to our supervisors. Unfortunately, we suffered from a lack of museum supervisors last year and the majority of the slots were filled by just a few members - please think about putting your name forward to help - we will always pair you with an experienced person. We continue to be offered documents, artefacts, books and paintings, which we welcome, but sometimes have to refuse because they are not specifically Burton Latimer related and storage is beginning to be a problem. We have installed new lighting in one of our display cabinets and upgraded some of the others.

I gave the pupils at St. Mary's School a talk on Burton Latimer in the Bronze Age early last year and you may remember that we have three educational loan boxes, WWZ, Victorian Schooldays and Roman, which we hire out to schools. St. Mary's School borrowed our WW2 box for a term and I also went along to talk to them about the Second World War. I also gave a slide show to the British Legion Ladies.

In addition to the exhibitions other events in 2017 were the interesting and amusing talk by Trevor Cooper at the last AGM and that on the Romano-British farmstead by Mile Luke at John Yeomans Hall in December which was enjoyed by over 80 people. The Turners and the Blounts served refreshments there helping us to make a profit on the night of £155.

Our quarterly newsletters go out to almost 240 members and I am grateful to Craig & Glenys Ainge, Celia Burdett, John Clipstone, Ian Hebden, Anita Marks, Caroline and John Mitchell and now Helen Freestone who help me deliver to local Burton and Barton addresses.

The decision taken at last year's AGM to form a sort of "Friends Group" has rejuvenated the society and I am hopeful that we will be giving our members more value for their subscription in the future. Linda Gregory chairs what we now know as the Events and Projects Group and an ambitious programme of events started last month with the talk at St. Mary's church. I am sure that not only will the social side of the society benefit but also that society finances will benefit at a time that our expenses are rising - as the treasurer will explain later. An important project was started last year by Tony Dacre, namely to research as many Burton Latimer men as possible who went from Burton Latimer to fight in, die, or survive the First World War. He has been researching now for many months and it is hoped that at the coffee morning we have scheduled here for 31 March people will bring him more information about WW1 relatives to be used in the exhibition later this year. Please come along.

One of the first things that Linda did after the last AGM was to set up a Facebook page to raise the profile of the society. This has been very successful and to date has 457 members from all over the world who swap memories and show photographs, some of them new to me, but which I have been given permission to use. The website is still being added to by Margaret Jones and myself, while Ian Hebden is working on a new web design program. We have had some advice from Warwick Hunt who designed the Town Council site and progress is being made. Website visitor figures in 2017 showed we had about 1,000 visits a day to the site.

We are grateful to Jeanette Hancock who allowed us to use her beautiful photographs in our 2018 calendar which was sold out in November. We are hoping that we can produce a similar calendar with street scenes for 2019. Anita Marks attended the monthly farmers market almost every month last year selling a wide range of Burton-related products and acting as the society's public relations officer. Her husband Terry, Ian Hebden, Godfrey Bigley and Chris Long were usually there to put the stall up at 8.30 and take it down later - for which we are very grateful. We are grateful too, to Godfrey Bigley who is our minutes secretary and also makes sure that our events are publicized in as many papers and magazines as possible.

Maintaining our museum and research room, and providing safe storage space for the historical Burton Latimer artefacts and photographs that are entrusted to us, is expensive and so we are very grateful to all those who put money in our donations bottle as they leave the museum, to those who donate raffle prizes when we have a raffle and to those who just support us by being members or attending money-raising events.

Lastly, a big thank you to my wife Janet who maintains the names database which is used in the research room and who is, with me, presently cataloguing the photographs owned by the society. She also keeps me focussed on the job in hand and helps me prioritise. I admit that the society too often takes priority over domestic issues!

Anita Marks thanked John Meads for his work in keeping the Society functioning.

#### 7. The Treasurer gave the following report

I am pleased to present the I & E and Financial position of the Society for the year to 31.12.2017. You should have a copy of the accounts in front of you and I will expand on the figures where necessary.

Starting with the income side on the left in bold figures:-

- a. Subscriptions and Advance subs are a little down on the previous year despite much chivvying up by myself with letters in April as reminders. Over the last 4 years we have lost an average of 10 members each year who do not renew their membership. We obviously attract new members during the year but our numbers have decreased and now stand at 240. Around a third of subs are now paid by annual standing orders which makes collection a lot easier.
- b. The next 3 lines show the sales of photos, DVDs and Houser Histories & tea trowels which have decreased which perhaps shows that our regular visitors have already bought these items in the past.
- c. Conversely, sales of China mugs and calendars have increased which is encouraging.
- d. Donations show a healthy increase and includes a sizable donation from the Burton Arts and Crafters.
- e. Events were held which showed an increase on the 2016 figure.
- f. Sundry Income includes other items that are sold in the Heritage Room including bookmarks, coasters, notebooks and Christmas Cards and in line with the slowdown of sales of items already mentioned, showed a decrease from the previous year
- g. We received a whole 30p in bank interest!
- h. Our expenses exceeded income this year by £453.95.

Now looking at the expenditure on the right-hand side:-

- a. The first 2 lines show that stationary and postage costs show a small increase and decrease respectively but are controlled by the Secretary.
- b. Insurance however showed an increase which reflected the increase in Insurance tax as well as an increase in basic premium. I do look for alternative companies but this seemed to be the best available.
- c. Rental for the Civic Centre is a major expense for us and showed an increase in line with our agreement with the town council to around £1199.
- d. The Computer expense is a lot less as last year included the purchase of a new computer and software
- e. Sundry expenses include rates payable to KCB and overall shows a good reduction from 2017.
- f. We purchased stock of calendars & cards during the year at a cost of almost £335.
- g. The final figure covers security costs as we are now obliged to invest in our own alarm system have been contained during 2017.
- h. Total income was £2830.30 and as mentioned before expenses exceeded this figure by just over £450.
- i. To finish off with the Financial Position, we started the year with just over £3100 and finished with just over £2650. I believe that we are controlling our costs well and must now look to increase our income if we are to stop dipping into our reserves. As you can see, we still have cash in the bank and have held our annual subs at the same level this year. We will, however, need to look at our financial position in the latter half of this year to see whether an increase is appropriate for 2019
- j. I have noted the stock of major items we held at the end of the year at cost.

I will be happy to answer any questions regarding the finances.

## Income and Expenditure Account

Year ended 31st December 2017

Income	31.12.2017	31.12.2016	Expenditure	31.12.2017	31.12.2016
Subscriptions	846.00	856.00	Stationery	87.40	106.00
Advance Subs	114.00	162.00	Postage	84.48	70.27
Photo Sales	15.80	34.90	Insurance	397.88	321.86
DVD & House Histories	80.09	117.97	Civic Centre Rent	1198.92	1197.08
Tea Towels Sales	24.50	79.85	Computer Expenses	209.23	2160.88
China Mug Sales	37.00	30.00	Sundries	334.09	829.20
Calendars Sales	338.40	236.50	Cost of Goods for sale	373.96	396.38
Donations	493.50	308.58	Security Costs	144.34	282.58
Profits from Events	236.79	61.05			
Grant		2000.00			
HMRC		158.18			
Sundry Income	189.97	426.44			
Interest	.30	1.59			
Expenditure / Income	453.95	891.19			
	<b><u>2830.30</u></b>	<b><u>5364.25</u></b>		<b><u>2830.00</u></b>	<b><u>5364.25</u></b>

### Financial Position at 31<sup>st</sup> December 2017.

Balance at Commencement (01.01.2017)			
Current Account	622.58		
Savings Account	2482.19		
		Balance at end (31.12.2017)	
		Current Account	418.33
		Savings Account	2232.49
	<b><u>3104.77</u></b>		<b><u>3104.77</u></b>

Stock of Items Held (At Cost)	
House Histories	819.72
DVDs	946.14
China Mugs / Beakers	50.88
Tea Towels	135.00

Signed I.S. Watson Treasurer      Dated 1<sup>st</sup> March 2018.

8. The meeting adopted the accounts unanimously having been proposed by Marion Turner and Seconded by Trevor Cooper
9. Appointment of Honorary Officers

		Proposed	Seconded
Chair	Anita Marks	John Peck	Trevor Cooper
Secretary	John Meads	Ruth Groom	Linda Gregory
Treasurer	Ian Watson	Ruth Groome	Linda Gregory

All were carried unanimously

10. Appointment of Executive Committee the retiring committee Godfrey Bigley, Trevor Cooper, Ian Hebden, Janet Meads, John Peck were re-elected en block with the addition of 3 new members – Linda Gregory, Christopher Long and Nick Smith. Proposer Janet Peck, Seconder Robert Turner. This was carried unanimously.

NB - the BLTC representatives Ruth Groome and Mick Roche are expected to be reappointed at the BLTC's Annual Meeting in May.

11. John Peck made reference to the Thank you flowers and Life Membership, Certificate presented to Judith Clipston and the thank you card and life membership certificate presented to Ivan Cox.
12. The date of the next A.G.M will be Thursday 21<sup>st</sup> March 2019.
13. The formal part of the meeting closed at 19:59
14. Following refreshments (kindly provided by Jennifer Blount, and Marion and Robert Turner) and a raffle, Linda Gregory gave an extremely enjoyable and informative talk on the restoration of her home, Osborne House.