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MINUTES OF AGM MEETING HELD ON WED 13TH NOVEMBER 2019 @ 18:45 @ HELSBY COMMUNITY CENTRE

Present : **Chairman**; Patrick Milroy (PM), Allan Arthur (AA), Peter Duffy (PD), Betty Grieve (BG), Ashley McCraight (AM), Steve Pemberton (SP), Nick Sljivic (NS) & Mark Warren (MW).

Apologies : Lynn Riley (LR), Andy Edwards (AE) & Sharon Marshall (SM).

The Chairman welcomed Councillor Paul Bowers (PB) to the meeting who shared some of his initial thoughts which are summarised in the minutes of the Ordinary meeting.

Minutes of the 2018 AGM – were accepted as accurate.

1. Reports of Officers - these had been circulated prior to the meeting and are available from the Secretary on request.

- a. **Chairman's report** – this was accepted as issued.
- b. **Treasurer's report** – NS presented a brief summary which showed no activity and the account has been closed by the bank because of this. The Chairman that in the absence of any activity and independent audit was not appropriate.
- c. **Social Media Report** – SP summarised several points :
 - i. Facebook activity : several members post stories which generate interest and peak viewing are approx. 50. Links to neighbouring sites have been made.
 - ii. The Website : Steve did a stand-in job all year as no volunteer came forward.
 - iii. The Twitter account is still dormant and there is not appetite to use it.

2. Actions from previous AGM.

- a. **Indicators of Success.** Currently there are no measures in place by which the group can evaluate whether actions the group takes to try and achieve the Objectives in the constitution are effective or not. Note : Paul Bruffell reported on 12.09.18 that Sustrans 'Outcomes' are measured relative to 'Inputs'. It was recognised that we should aim to acquire some appropriate measures. e.g.
 - i) the numbers of people cycling regularly cycling
 - ii) The number of pupils who cycle to Helsby HS.

Action : AM. This suggestion was not developed in the period but a suggested set of Indicators will be a proposed at the next Ordinary meeting on Tuesday 7th January 2020.
- b. **Constitution** : SP : The revised constitution was posted on the website.
- c. **Accounts & requirement for an audit.** NS : see above.
- d. **Second signatures on payments:** NS : this was completed but is now in abeyance due to no activity.

3. Election of Officers.

- a. The Chairman (PM) and Treasurer (NS) were elected unopposed but the Chairman indicated that he would stand down at 2020's AGM. It was proposed and accepted that a Deputy should be appointed.

Actions : PM : discuss before the next Ordinary meeting on 7th January 2020 after which the constitution will probably need updating.

- b. Secretary : AM stood down and AA proposed a vote of thanks.

Action : PM to invite a member to be Secretary on a rolling basis for each meeting.

- c. Webmaster : AM offered to adopt this role, who elected unopposed.

4. Contacts list : This has been updated (attached) by AM.

The AGM closed @ 19.15.

The date for the 2020 AGM : 18.45 on Wednesday 11th November@ Helsby Community Centre.