

Noakes Grove AGM 2023 12 September 2023

Present: Peter Savic. David Buckley, Michael Chappell, Andrew Urquhart, David Corke, Elaine Corke, Emma Horton, Dave Law, Nikki Sammons, Isabella Warren, Susie Boatman

Apologies:

1. Welcome

2. 2022 AGM Minutes adopted

3. Matters arising

-David Buckley present at 2022 AGM and not Simon

-King's Field parking now no problem

4. Accounts Jan 22-Jan 23 presented by Michael Chappell

-overall a good year

-no grant income but got money from rural payments agency

-DC reported basic farm payments received. countryside stewardship grant?

-big increase in sales of meat

-donations similar to previous year

-expenses: slightly up due to vet's fees. +£900

-DC: we are dependent on donations

-VAT recovered

-DC Proposed that accounts be adopted seconded by EC

-There was brief question about charitable status. DC reported that being a CIC gives more freedom compared to charity

-Vote of thanks to Michael Chappell

-Accounts need to be submitted to govt house

4. CIC report in 2 parts

1. general description.

2. How have stakeholders influenced activities

3. EC proposed adopting CIC Company report seconded

PS

5. Election of Directors

-all Directors willing to stand.

-David Law willing to be nominated. Nominated by DC and seconded by EC

-by EC

-AU proposed that all directors be re-elected seconded by DL

6. Policy documents

DC reported that these policies should be reconfirmed annually.

EC **updated** changes:

a. data protection: no longer using third party (was using mail chimp).

b. risk assessment: there are now 4 ponds

KF. When ram is in residence a notice should be pinned in prominent position for visitors

-DC asked those responsible for each document to scrutinise and circulate. All documents are on website (Action)

-MC pointed out we need to improve definition of activities:

-DL: has PLI which covers Forest School activities

-DC: insurance policy renewal not been notified in the past however

Insurance company has recently contacted him with reminder.

Question: are birthday parties and Wild Child groups covered? DB confirmed they are covered

- NS: question re tree surveys: how often do these need doing? every 5 years. DC confirmed we have funds to cover these. Need to get tree surgeon to advise which and how many need doing. If we use countryside stewardship money we need to do it in next 12 months. This was agreed. NS said it is important to get tree survey done by specialist.

NS: are tree surveys obligatory for insurance? Confirmed it is part of "due care"

Risk assessment policy should state how often tree survey is done.

DC: policy was created by Zurich but specifically for organisations such as us

Actions: establish date of last tree survey by Josh Watson (done the following day by EC, 2020 was date of last tree surgery)

It was proposed that in the statement of our activities we need to state that third parties have their own insurance e.g. scouts. DC clarified: Noakes offers a physical space for others' activities. NS tree survey needed for third parties

c. Safeguarding Policy:

DB covered the content. DBS needs renewing every 3 years. Update service provided.

Safeguarding officer needs to be re-elected. Currently David Buckley

Action: review if DBS up to date (everyone). Advanced DBS covers any activity (organisation specific). It was suggested that everyone should be DBS checked. It is cheaper for volunteers. DB will check what needs doing. He will send details to everyone. (Action)

7. Nature Reserve report presented by EC

0. AU Conservation report

Should we use pond liner? AU prefers clay rather than liner. need to get more volunteers. Publicise. Suggestion: Ask at Open Days. Suggested different day for KF. It was reported that other groups are struggling to get volunteers. Suggestion: Working with Steeple Bumpstead group

0. AOB

DB proposed no one should be allowed to camp. DC agreed no wild camping.

10. SB reminded us that she is data protection officer if anyone had any worries.

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