



# Woodcote Millennium Green Trust

Charity Registered Number 1075872

c/o 8 Warren Hill, Epsom, Surrey KT18 7BX 01372-720430

[www.woodcotemillenniumgreen.org.uk](http://www.woodcotemillenniumgreen.org.uk)

## 2010 ANNUAL GENERAL MEETING MINUTES

The 2010 Woodcote Millennium Green AGM was held on 17<sup>th</sup> March 2010 at the Epsom Sports Club, Woodcote Road, Epsom.

### 1 Welcome and Introductions

Chris Frost, chairman of the Trustees welcomed 14 Patrons, friends and local residents to the AGM. He introduced his fellow trustees.

### 2 Apologies for absence

Apologies were received from Shirley Edghill (trustee), John Parsloe (trustee), Annette Richmond (trustee) Gavin Cook, Pamela Green, Mrs Fossey, Helen Allely, Emma Swan, and Robin White.

### 3 Minutes of last meeting

These were agreed as a true record, and signed by the chairman.

### 4 Trustees' Report & Accounts for the year ended 31.12.09

These were made up of three parts, the Trustees report, the accounts, and the independent examiners report. They were presented by Ian Allely (treasurer) in the format required by the Charities Commission.

The Trustees report highlighted the use made of the Green by local residents and the hospital staff and visitors; the financial risks policy; the reserves policy; the patrons scheme; and maintenance of the Green.

The accounts contained full notes providing clarification of terminology and other aspects of the accounts that are required by the Charities Commission.

Gavin Cook (the Independent examiner) had scrutinised the trustees report, accounting procedures and the accounts. He had signed a declaration that the Trustees report and accounts were in good order. Gavin Cook had announced that other commitments meant that he would be unable to stand as independent examiner. Chris Frost recorded a vote of thanks to him for all his help with the accounts over the past 6 years.

Mr Criswick asked for further details of the Waitrose charity scheme. Me Allely reported that the sum received from this was £335. It might be possible to be a nominated local charity on another occasion. Mr Allely responded to a question from Mr Wookey to explain the investment opportunity taken when the stock exchange was low.

Mr Driscoll proposed, seconded by Mr Criswick acceptance of the report and accounts.

## **5 Millennium Green Patrons**

Chris Frost reported that there were 99 patrons. The trustees were hoping that there would be 100 by September so that the draw could take place at the 10<sup>th</sup> Anniversary event. He explained that, since trustees and their immediate family members who were trustees were not eligible to enter the draw, it had been agreed that more than 100 patrons could be accepted. This was on the understanding that there would not be more than 100 patrons who would be eligible for the prize draw.

## **6 Future plans**

Chris Frost outlined the maintenance plans for the current year. Mark Swan has set up an e-mail scheme to notify local residents about maintenance days. These were proving popular social events with families taking part, and involving children helping to clear litter and volunteers providing refreshments. Particular targets for 2010 include keeping the pond clear of excessive weed and clearing ivy from trees where it is likely to bring the trees down.

Following the snow, Brian Saxby had asked local residents for photographs that they had taken of the Green. He had produced prints of some of these and had set them up on display boards. It was hoped that at least of these could be used to produce Christmas cards to sell in aid of the Millennium Green. These would need to be ready for sale by September.

## **7 Tenth Anniversary celebration**

Mark Swan had formed a sub committee consisting of himself, trustee Derek Warrilow and 3 other local residents to plan the celebrations to mark the 10<sup>th</sup> anniversary of the Millennium Green. A traditional fete was planned for Sunday 12<sup>th</sup> September, 12.30 – 4 pm. Plans were well underway, Morris dancers and a steel band had already been booked, and other proposals included Punch & Judy, a magician, coconut stall, cake stall, butcher's stall, and tug of war. It was hoped that it would be a day when all members of families could participate. The purpose was principally to celebrate the Green and its facilities. The event was being financed by a donation, but it would be pleasing if it were to produce a profit for the funds.

Several useful suggestions were made about publicity for the event and other possible activities and the location. Mark Swan agreed to discuss these with the sub committee and the Millennium Green trustees.

Mr Criswick asked for thanks to Mark Swan and his team for all the progress already achieved.

## **8 Question / suggestion time**

Mr Driscoll raised the issue of smokers from the hospital and the litter that they leave. He expressed concern that no member of the hospital community was present at the AGM. Chris Frost responded that Shirley Edghill was the hospital's nominated Trustee. She had been unable to attend the AGM, but did attend committee meetings. She has e-mailed staff to remind them not to leave litter on the Green, and a metal bin for cigarette ends had been provided. It was suggested that the hospital staff should be reminded that the Green is private land, and that they could be asked to provide a rota of staff to empty the bins. These suggestions will be reviewed at the next committee meeting.

Mrs Swan asked a written question concerned with future funding. It had been noted that once a person had become a patron they tended not to make regular donations to the Green. A strategy to address this would be considered at a committee meeting.

Mr Frost thanked all the Trustees for their work over the last year, and all those who had attended the meeting for their interest and contributions. They were invited to stay for refreshments.