



NOTIFICATION OF:

VPA ANNUAL GENERAL MEETING FOR THE YEAR 2024

AGENDA

The AGM will take place at **19.00 hours on Wednesday 24 April 2024** in **The Thomas Field Hall**, Little Gaddesden Church, Church Road, HP4 1NZ. Following the required business items we are pleased to welcome Kate Stuart-Smith who is giving a talk about her garden at Serge Hill, Bedmond, Hertfordshire along with the work of the National Garden Scheme (NGS) as she is a joint County Organiser. **Our doors open at 18.30 hours** to welcome you with a drink (wine, soft drinks), together with nibbles; teas and coffees will be available to enjoy after Kate's talk.

In advance of the meeting would members please advise June Abraham of any nominees to join the committee to become involved in a variety of roles, particularly somebody who could undertake the preparation of committee agendas and notes of meetings, many hands make light work.

Agenda is as follows:

1. Attendees:
 - a. Could all attendees please sign the register
 - b. Apologies for absence
2. Adoption of minutes from 2023
3. Annual report and Accounts (*circulated in advance of AGM*)
 - a. discuss, clarification, any questions?
 - b. adoption of the Accounts for 2023
 - i. two nominees from the floor?
4. Election of committee members (proposals from the floor)?

The following committee members are willing to continue in their present roles:

- Tim Crossley-Smith - Membership Secretary
- Kate Filippidis – Treasurer
- Elliott Bachmann – Store Manager
- Rachel Heaphy – General Committee Member
- June Abraham – General Committee Member (Events)
- Alastair Greene – General Committee Member
- Faye Mawhood-Robinson – General Committee Member
- Vacancy - Secretary
- Vacancy – General Committee Member
- Vacancy – General Committee Member

Whenever possible, Glenda Cooper attends Committee meetings to support the VPA and Stasia Parker is always supportive in endeavouring to obtain more committee members (along with handling some of the social media avenues as is the way these days) but they do not wish to be classified as committee members.



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5. Any other business, questions, close of the business part of the evening.
 - a. Update from the Gaddesden Place Riding for the Disabled: Robert Parker
6. Date of next AGM: Wednesday 30 April (Easter is later in 2025)

Welcome to Kate Stewart-Smith who is going to talk to us about her garden at Serge Hill, Bedmond, along with the National Garden Scheme (NGS)

Teas, Coffees will be available; thank you for attending, goodnight and wishing you all a safe journey home.



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ANNUAL REPORT AND ACCOUNTS

We are all feeling relieved and pleased to be able to reflect on a continuation of the VPA during 2023. As discussed at last years' AGM we had been fortunate to hear from a few people prepared to give some of their time to make this happen. We are always so grateful to the people who do volunteer to support events, a very big thank you to everyone. Please do not stop.

Kate, Elliott and Tim took on key roles to enable the cogs to keep turning. They are doing a great job and the Accounts are included within this report to aid a speediness of business at the AGM evening meeting so we can all get on and enjoy the talk.

Our 75th year was marked in several ways including at the AGM welcoming Sheila Das from Wisley and didn't we have a lovely piece of cake? If anyone would like to meet Sheila again she is speaking at the WI Group Open Meeting on Thursday 19 September 2024 so look out for further details nearer the time to go along.

Accounts a few words from Kate: what a community asset the village has with the VPA. As I stated at the outset I am not an accountant but can manage money and pay bills. We now operate banking on-line which is straight forward, saves time and enables debtors to be paid readily. It has been really interesting to see how the shows operate and all the organising requirements. The figures look reasonable after the first year and all events came out on the plus side. We try to keep the Harvest Supper ticket price reasonable but if it hadn't been for the support towards the raffle it would have been a negative outcome.

The card machine is extremely helpful to take payments and it eventually worked on the field (once Elliott walked by!) at the Coronation Plant Sale. The total fee for using it (£48.08) for the year is well worth it, as cash is often in short supply to many of our customers, making the card machine easier for them to spend as they wish.

Covering a period of a few weeks we had an issue with our four legged friends visiting the store when our backs were turned which necessitated calling in an expert (£164.99); this took a few visits but eventually they were eradicated.

Our laminator stopped working so we had to invest in a new one. We are always mindful of occasionally making monetary donations to local charities; during 2023 we contributed £109.75 and 2024 will be evaluated to see what might be feasible. One very local charity that we have supported on previous occasions is the Gaddesden Place Riding for the Disabled; they are currently finding themselves with many issues to try and resolve and Robert and Stasia Parker will take a few minutes to update us on this (see agenda AOB).

You will recall that the store roof was replaced in April 2022 and all the electrics were condemned so needed to be replaced. Moving forward to February 2024, following a conversation with Terry Douris on Winter show day we speedily secured a £500 Locality Budget Scheme Grant towards the electrics for which we are very grateful. A very favourable quote (£1,136.53) was obtained from a local electrician and the works were completed over two days in March 2024. This includes an outside PIR light which can be switched off from inside the store.

In May 2023 the Coronation weekend was celebrated around the village and as part of the Sunday celebrations we had our Plant Sale; it was a sunny afternoon on the playing field in the marquee and a variety of plants were available for purchase along with store supplies; many people attended and we raised £212.00.

Membership a few words from Tim: Thank you for your continuing support as members in 2023/24.



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- Membership continues to rise and is now in excess of 220. We are always looking to grow the membership so please pass on our details to anyone you know who has recently moved to the village so we can keep growing.
- Membership fees are a vital source of income for our funds and continue to recover from the lockdown years. Apart from helping to meet our operational costs (such as the recent re-wiring of the VPA store), the fees enable us to run our regular shows and other events, as well as make contributions to local charities.
- We continue to have affiliated membership to the Royal Horticultural Society (RHS) which gives us the magazine, available to borrow from the store, plus reduced entry price to the gardens which we are glad that members have used this last year.
- Membership for the current year started on 1st April 2024 and we are pleased to report that we have already collected more than £700 (around 90% of last year's overall fees). Fees continue to be a modest £5 per household and 75% of our members pay either by bank transfer, or even better by standing order. This really helps with our administration, so if you can pay this way we really appreciate it. Our bank details are as follows:-

Bank: Santander
Account name: Gaddesden District Village Produce
Sort Code: 09-01-51
Account number: 48549306

Store a few words from Elliott: We successfully navigated our 75th anniversary year and closed out 2023 in fine form. This is all down to the combined efforts of our membership, customers, volunteers and the committee.

At the beginning of 2024 I analysed the orders and sales that we made and, using that as a base, the store is currently fully stocked with all our best sellers. I continue to source products that don't naturally make up part of our stock (when customers ask). This seems to be an arrangement that works well, with our suppliers providing delivery in quick fashion.

Hopefully 2024 will continue the VPA's successes of 2023. To ensure a solid foundation to this I ask you to not forget about the store and to make as much use of our services as you possibly can.

Additionally Elliott took on the cutting back of the garden at the front of the Store because gardens need managing. Huge bags have been transported to the tip on many occasions. This is very much an ongoing task so any assistance in planting and tending the plants and shrubs would always be appreciated.

Generally our events continue to attract lots of support, long may that continue, but please, please use the store on a Sunday morning; Elliott is always prepared to obtain anything customers require; the wild birds in LG and the surrounding area must be the best fed anywhere judging by the amount of bird food purchased.

At the time of preparing this overview, the immediate up-coming events are:

- Plant Sale on Sunday 19 May 2024; donations and helpers required as usual please. If you can sow some extra trays of seeds that would help enormously; see posters and social media for further details.
- Summer Show on Saturday 24 August 2024;
- Harvest Supper on Saturday 28 September 2024.

Thank you for reading our round-up of the year for the VPA.

The 2023 Accounts and Minutes continue on the following four pages.

**GADDESSEN DISTRICT VILLAGE PRODUCE ASSOCIATION
1 JANUARY 2023 TO 31 DECEMBER 2023**

DRAFT ACCOUNTS

Turnover	£
Store	3997.35
Events	3388.1
Subscriptions	814
Total Turnover	8,199.45

TRADING EXPENDITURE	£
Admin	648.35
Store Stock	3270.68
Maintenance	164.99
Donations	109.75
Insurance	237.68
Events	2624.19
Total Trading Expenditure	7,055.64
Net Trading Profit	1,143.81

Balance Sheet

	31-Dec-23	31-Dec-22
Current assets		
Debtors		
Cash In Bank	8,330.86	7,840.08
Stock	2,020.59	3,239.55
Current Liabilities		
Creditors	-	-
Net Current Assets	10,351.45	11,079.63

<u>INCOME</u>	2023	VPA				
	STORE	MEMBER SHIP	WINTER SHOW	PLANT SALE	SUMMER SHOW	HARVEST SUPPER
January	£1.96	£10.00				
	£39.75					
	£13.30					
	£10.60					
February	£224.84		£350.13			
March	£650.15	£90.00				
April	£764.79	£674.00				
May	£625.46			£212.00		
June	£487.59	£10.00				
July	£225.61					
August	£162.77	£30.00			£203.41	
Sept	£401.46					£345.31
October	£188.63	Includes receipts for memberships, tickets, etc, deducted to equal £3,997.35 shown in Turnover				
November	£265.23					
December	£110.20			No costs associated with event		
	£4,172.34	£814.00	£350.13	£212.00	£203.41	£345.31

WINTER SHOW 2023

<u>Income</u>	£
Door	£126.00
Teas	£117.50
Raffle	£254.00
Show Entries	£54.25
Total	£551.75
<u>Expenditure</u>	£
Prizes	£37.05
Hall Hire	£162.00
Kitchen costs	£0.00
Post cards	£2.57
Total	£201.62
<u>Profit</u>	£
Total	£350.13

SUMMER SHOW 2023

<u>Income</u>	£
Door	£98.00
Teas	£96.90
Raffle	£210.80
Show Entries	£53.65
Total	£459.35
<u>Expenditure</u>	£
Prizes	£39.20
Hall Hire	£162.00
Kitchen costs	£10.75
Judge Hazel Chant	£50.00
Batteries	£3.99
Membership	-£10.00
Total	£255.94
<u>Profit</u>	£
Total	£203.41

Harvest Supper 2023

<u>Income</u>	£
Door	£1,900.00
Raffle	£395.00
Flowers	£20.00
Total	£2,315.00
<u>Expenditure</u>	£
Hall Hire	£180.00
Kitchen costs	£1,448.75
Flowers	£34.88
Drinks	£134.58
Assorted inc prizes	£171.48
Total	£1,969.69
<u>Profit</u>	£
Total	£345.31



MINUTES FOR THE LGDVPA ANNUAL GENERAL MEETING FOR THE YEAR ENDED 2023

Held – Tuesday 25 April 2023 Location – Thomas Field Church Hall

Present

Attendees 36 plus Sheila Das.

Lin Underwood, Stuart and Linda Buchanan-Barrow, Glenda Cooper, Alison and Alastair Greene, June Abraham, Lyn Hyde, Tim Crossley-Smith, Jenny Birks, Fiona Masters, David and Pat Seymour, Tim and Chris Kirby, Valerie and Jeremy Le-Neve Foster, David and Anne Heard, Andrew and Ursula Buest, Janet Stinton, Lynne Lane, Margie Craib, Karen Skinner, Kevin Smith, Jacqui Thorn, Anne Isherwood, Peter Allen, Josie Jeffrey, Carolyn and Steve Wise, Elliot Bachmann, Kate and Chris Filippidis, Faye Rainbow,

The meeting welcomed the guest speaker, Sheila Das from RHS Wisley, Manager Edibles, Education, Seed and Wellbeing.

1. Apologies for absence

1.1. Phil Bunting, Richard Abraham,

2. Adoption of the minutes for the AGM dated 2022-

2.1. The 2022 minutes were adopted unanimously. (Alison and Kevin)

3. Election of committee members and proposals from the floor.

3.1. There were no proposals from the floor; the following committee were re-elected en-bloc: Kate Fillipidis – Treasurer, Alastair Greene – Membership, Elliott Buchmann – Store Manager, Janet Stinton, June Abraham, Tim Crossley-Smith, Rachel Heaphy, Faye Mawhood-Robinson. We need more people to join the Committee, urgently. Stasia Parker and Glenda Cooper support the committee but do not wish to be classified as committee members.

4. Membership [£5 per annum, per household]

4.1. Alastair introduced the new Membership Secretary, Tim Crossley-Smith.

4.2. The meeting attendees were reminded of the RHS discount card which entitled two members to receive a discount to any of their venues and also to the group discount for approximately 55 members in one visit.

4.3. Membership for the current year started on 1 April 2023 and £720.00 (more than 70% of last years overall fees)

5 Overview of the accounts for the year 2022

5.1. The end of year accounts were finalised by SBB and all documentation handed over to KF.

5.2. Details of the 2023 year end were presented.

5.3. The Accounts were adopted as a correct record of events (Josie and David).

6. Garden Store

6.1. The store has now been back to regular opening hours for two months. The regular footfall and purchasing habits of our patrons has indeed led to very busy periods for those kindly on serving duty at the store each Sunday morning. This has also led to the increased happiness of our Treasurer and Committee members.

6.2 None of the success that the store has seen in the last couple of months would be achievable without the considerable assistance from our wonderful local community. That spans those who are currently sitting on or assisting the committee to those that make use of the store on a regular basis.



6.3 It is evident that this rich vein of success can only be sustained by maintaining that same strong community spirit. For those more exotic items (chit potatoes, jeyes fluid, gloves etc) that we don't stock please ask and we will do our very best to source them for you.

6.4 As always, we NEED you in order to be successful.

7. Shows and events:

7.1. The Winter Show was held again in 2022 and 2023. However no Summer Show 2022 was held due to a lack of volunteers. Back on the agenda for 2023. A Coronation Plant Sale and Harvest Supper is on the agenda for this year.

8. Communications

9.1. The meeting was reminded of the various ways the VPA communicates.

These are via its web site and newsletters, Instagram, Facebook and the Gad Soc emailed news items. As always we are extremely grateful to Andrew Sheard for his knowledge and support for the web site.

9. AOB.

10.1. Following a lifetime of being connected with the VPA, on behalf of the committee, Sheila presented to Janet Stinton an RHS Affiliated Societies Certificate of Recognition together with a plant arrangement. A very big thank you to Janet who still continues to support the VPA in many ways.

Refreshments were served to welcome guests and tea and coffee at the end of the talk together with a 75th sponge cake, made by Anne Isherwood to mark the occasion.