

# Dereham Heritage Trust

Charity number 293648

## Minutes of the Annual General Meeting

held on Wednesday 12 February 2020 at 7.30 pm

at Trinity Methodist Church Hall, Dereham

**Present** 14 members

**Attending** 2 guests

**Apologies** Michael and Lesley Griffin, Marigold Merkel, Evelyn Stilgoe, Anthea Briggs, Julian Walker

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| <b>1</b> | <b><u>Welcome</u></b>   |
| 1.1      | TO welcomed everyone to the AGM. He apologised that an item had been omitted from the agenda - Megan Dennis's report. Megan played an important role as the Trust's mentor.   |
| <b>2</b> | <b><u>Minutes of the 2019 AGM</u></b>   |
| 2.1      | The minutes were approved for signature.  |
| <b>3</b> | <b><u>Chairman's report</u></b>   |
| 3.1      | TO's report had been circulated to members. On behalf of the members, he thanked the Trustees and Sue Rockley for all the work they were putting into the Trust.  |
| 3.2      | Visitor numbers at Bishop Bonner's Cottage Museum had increased significantly in the 2019 season. The Trustees had agreed that for the 2020 season the museum would be open from 11 am to 2 pm on Fridays and from 10 am to 4 pm on Saturdays (split into two sessions). Volunteers would be sought to staff the museum - each session needed two people. |
| 3.3      | There would be a display at Dereham Library in March aimed at attracting volunteers and a further display in May to encourage visitors to the museum.   |
| 3.4      | For the 2020 season, the museum stewards would be asked to keep a record of the times of visits.  |
| 3.5      | Gill Ennis, a volunteer at the Ancient House Museum in Thetford, had attended a Committee meeting to discuss how to make a visit to Bishop Bonner's Cottage more attractive to children. Sue Walker was working with her on this project.   |
| 3.6      | The archive was now in the Assembly Rooms in Dereham. Natalie Small and Amanda Loveday had put a huge effort in to relocating the archive. Beanie Brown was in charge of liaising with visitors who wished to visit the archive. Two new volunteers were helping with the cataloguing of items.   |

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| 3.7      | The Trust was offered additional items for the archive on a regular basis and space was a concern. Some larger items were stored in Peter Wade-Martins' outhouses. As an example, the Trust had recently been asked to accept 11 bound volumes of "Hobbies Weekly". TO asked members to let him know if they were aware of any secure space suitable for storage. Revd Boston suggested that the Trustees should contact Dereham PCC as he believed there was storage space in St Nicholas Church which was not used. |
| 3.8      | The monthly meetings were funded largely from members' subscriptions. The archive and museum were substantially paid for by a grant from Dereham Town Council.  |
| 3.9      | TO felt that the Trust should be seen as a body which worked to promote the future interests of Dereham and making it a better place to live, rather than just being seen as interested in its history. The Trust had an educational role and it was important to increase awareness of what it did. TO hoped that wider circulation of posters etc would help with this.   |
| <b>4</b> | <b><u>Megan Dennis' report</u></b>  |
| 4.1      | Megan, the Trust's mentor in the Norfolk Museums Service, presented her report, a copy of which is attached to these minutes.   |
| 4.2      | TO thanked Megan for her report and for the support she provided to the Trust.  |
| <b>5</b> | <b><u>Dereham Church opening times</u></b>  |
| 5.1      | Jenny ? queried whether it might be possible to liaise with St Nicholas' PCC to see if the church could be open on Saturdays. TO offered to follow up on this.  |
| <b>6</b> | <b><u>Finance</u></b>   |
| 6.1      | KH presented the accounts for the year to 31 December 2019. The accounts had been circulated to all members together with supporting notes, and had been approved by Jim Stebbings, the Trust's independent examiner.   |
| 6.2      | The meeting approved the accounts. TO thanked KH for all his work as Treasurer.   |
| 6.3      | It was agreed that the Trustees should investigate whether it was possible to have an electronic payment facility at the Museum as many people no longer carried cash.  |
| <b>7</b> | <b><u>President's address</u></b>   |
| 7.1      | Revd Boston mentioned the death of Toby Jones, who had been a "rock" for the society and had helped to steer it through some difficult times. Sue Puddy, who had also died recently, had been a great supporter.  |
| 7.2      | On behalf of the membership, Revd Boston thanked Peter Wade-Martins for all he had done, and continued to do, for the Trust. He also thanked TO for taking on the chairmanship.   |
| 7.3      | Revd Boston was proud and pleased to carry on his family's links with the Trust and looked forward to welcoming members to his home for a meeting in the  |

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|           | summer.   |
| <b>8</b>  | <b><u>Election of trustees</u></b>  |
| 8.1       | TO explained that as the charity would be dissolved shortly, it did not seem appropriate to elect trustees for the coming year. The current trustees were willing to continue until the charity was dissolved and they had already been appointed trustees of the CIO. The meeting accepted this suggestion.  |
| <b>9</b>  | <b><u>New CIO</u></b>   |
| 9.1       | TO confirmed that the first AGM of the new charity would be held in a year's time.  |
| 9.2       | Members had been asked to put forward nominations for the chairman of the CIO, but none had been received. The Trustees had, therefore, asked TO to continue as chair for the next twelve months.   |
| 9.3       | TO was pleased to report that Catherine Hawkins had offered to become a trustee of the CIO and this appointment had been approved by the trustees. Catherine would, therefore, be co-opted as a trustee of the CIO for the remainder of the current year.   |
| <b>10</b> | <b><u>Subscriptions</u></b>   |
| 10.1      | The Trustees had agreed that subscription rates would remain unchanged for the coming year at £12 for a single member and £20 for joint members at the same address.  |
| <b>11</b> | <b><u>Appointment of independent examiner</u></b>   |
| 11.1      | TO thanked Jim Stebbings for his willingness to continue as independent examiner, and he was duly appointed.  |
| <b>12</b> | <b><u>The Trust's bank account</u></b>  |
| 12.1      | The bank account was still under the name of the Dereham Antiquarian Society. KH would liaise with Barclays to transfer the account to the new CIO. It was important that cheques were made out to the correct account and KH would keep members informed about the payee for cheques. Subscriptions were due at the March meeting and KH hoped that the changeover would be completed by then. |
| <b>13</b> | <b><u>Close of meeting</u></b>  |
| 13.1      | TO hoped that the coming year would be less complex than the previous one in that the change to the CIO had been accomplished. He thanked everyone for attending and closed the meeting.  |