AGM Minutes

Woodthorpe York Community Group Meeting AGM			
Date	Wednesday 21st February 2024, 20:00 - 21:30		
Attendees	Carole Henson, Victoria Fieldhouse, Gareth Wigdahl, Jo Enderby, Kaarin Collins, Karen Wilkinson and Yvonne Westerman		
Apologies	Stephen Fenton, Vanessa Westland Fry and Simon Pattinson		
Location	St James the Deacon Church, Woodthorpe		
Agenda Item	Details	Action	By
1	**Welcome**. There were no newcomers this year, so no introductions needed.	N/A	N/A
2	**AGM**		
	a. Approve last years AGM minutes All approved.	All	N/A
	b. Chairperson's Annual Report Carole produced a WYCG review highlighting our achievements over the past year. For such a small group it has been a good effort again: ● Strictly St Leonards. ● Easter hunt in the woods. ● Festival in July, donated monies to St Leonards Hospice and Dementia Yorkshire (as voted for by the community). ● Attended the summer school fair. ● Halloween event in the woods. ● Christmas tree erected at the shops. ● Christmas raffle. ● Community group social events. Full details provided in the Chair person's annual report.	N/A	N/A
	c. Financial Annual Report Gareth provided our latest financial position. We donated over £900 to both St Leonards Hospice and Dementia Yorkshire. Current bank balance is £3,370. Please see report for full details. Gareth has also generated a balance sheet and P&L account, available to view on Google drive.	N/A	N/A
	d. Committee Roles Available; Chairperson Secretary Treasurer	N/A	N/A
	e. Election of New Committee **Chairperson** Carole Henson was nominated by Jo and seconded by Kaarin. **Secretary** Victoria Fieldhouse was nominated by Carole and seconded	N/A	N/A

	by Jo. **Treasurer** Gareth Wigdahl was nominated by Karen and seconded by Yvonne. Other committee members for the year; Jo Enderby, Kaarin Collins, Karen Wilkinson and Yvonne Westerman.		
	f. The new constitution was signed and can be found on google drive.	All	N/A
3	**2023 Festival**		
	Gareth to meet with Simon to check progress on entertainment and inform him that a drum set is required to be on set all day. YSS are booked for the stage, sound equipment and engineer. The total of all being £1,700.00. Other companies were a lot more and the Dick Turpin sound equipment alone was offered at £700.	GW	Feb
	There are not enough stall applicants. Gareth to email past stalls that we would like to return. Victoria to ask on 'York Fair Stall Holders'. Everyone to ask around for different stalls, coffee van etc.	GW VF	Feb Feb
	Victoria has spoken to Wrights Skips who have said they will provide us with an 8yd (twice the size of last year) but we need to pay the difference of £130. Group agreed, Victoria to instruct.	VF	Feb
	Victoria is obtaining toilet quotes.	VF	Feb
	Gareth has created a task list on G drive, it is in 2024 - W Festival, under events. Victoria will share it to slack. There are some blank cells, we need volunteers to pop their names in. All to have a look.	VF All	Feb Feb
	The local resident who offered to do hair this year has given back word. Pretty plaits have requested a stall again but their charges are extortionate. Karen to contact the hair department at college and see if there is anyone willing there.	KW	Feb / Mar
	Sally on Wordsworth is happy to offer an electric connection to Bengal Lounge, if they wish to join us, Gareth to check. However, Sally's garage plug is still not working from last years festival when it was blown by the Thai man. Victoria to ask Pete but she cannot guarantee he can visit.	GW VF	Feb Feb
	Gareth is going to put a request out on fb for charity suggestions for 50% to be donated to, the other 50% to St Leonards Hospice. Then he will list them ready for a 'like' poll.	GW	Feb
	Karen to visit Gareth for a tutorial on using WYCG admin. Victoria to update the events notification form with YSS details.	GW KW VF	Feb / Mar Feb / Mar Feb

	Victoria to start the Event Manual. Counter Terrorism forms part of it this year, Stephen has offered to help. Gareth confirmed we don't need to complete the 'Occasional Street Trader' form as we are going to 'charge' for entry. Katie to put a charge on the poster, a very small 1p !	VF SF KM	Feb Feb / Mar Mar
4	**Easter** Easter is in March this year. We decided to have another hunt in the woods as we don't have time/resources to plan anything else. We will do a letter trail again with the words "chocolate egg". Jo to create the letters. Yvonne to look for Easter decorations. We will hold it on Sunday 31st March 10:30 - 12pm, (group to arrive at 10am). Carole to visit Morrisons local and Acomb to ask for egg donations. The group will also probably need to purchase some eggs and haribos. We decided not to ask Tesco as we asked them for a lot last year. Ask Katie to design a poster.	JE YW All CH KM	Mar Mar Mar Feb Feb / Mar
5	**Next Meeting Date** Wednesday 20th March 8pm at 33 Moorcroft Road	All	Mar
6	**AOB** Victoria mentioned she is having surgery and will not be able to take or type minutes at the next meeting. Jo was the only volunteer and is going to use a phone to assist with typing. Victoria to put last years debrief minutes on slack for all to review as there are quite a few interesting points.	Jo VF	Mar Feb