



The Friends of Churchill Gardens

Special General Meeting | Monday 21st March 2022 | 6pm
Meeting held in Churchill Gardens (raised beds)

MINUTES OF MEETING

1. Welcome and Introductions

In the absence of an elected Chairperson Cllr George Farquhar (GF) kindly offered to chair the Special General Meeting. In the absence of an elected Secretary Zoe Keeping (ZK) agreed to take minutes.

Attendees were provided with a copy of The Friends of Churchill Gardens Constitution for reference purposes. An agenda, membership forms and officer role descriptions were also available for attendees.

ZK explained her role as Community Engagement Facilitator offering support to local residents to revive The Friends of Churchill Gardens as an active community group. ZK has no previous role within TFOCG but has been providing administrative and practical support to help get things moving again.

Gary Sherborne (GS) confirmed his previous role as Vice Chairperson on TFOCG Committee. GS explained that he is currently a signatory along with Rory Fletcher and Claire Churchill. GS would like to hand in his role as signatory but only once there is new committee in place and TFOCG is in safe hands. GS has been in contact with Santander and former Treasurer Claire Churchill.

Ralph Grundy (RG) introduced himself as a long-term resident of Churchill Gardens and founding member of TFOCG.

Adam Playfair (AP) introduced himself as a resident of Churchill Gardens very involved in the local community with a love for the area. AP's wife Becky Playfair founded Joy Café.

2. Apologies/Attendance List

Apologies -
Rory Fletcher

Attendees -

Zoe Keeping
Gary Sherborne
George Farquhar
Ralph Grundy
David Jackson
Kelly Longrigg
Jack Maguire
Sophie Pope
Jane Kelly
Adam Playfair
Wilbert Smith (non-member)
Julie Treasure
Sam Cutler

3. Minutes of the previous meeting

Zoe advised that Rory Fletcher (RF) and GS as former Chairperson and Vice-Chairperson had handed over all Committee paperwork to her in a caretaker role pending election of a new committee. No formal meetings of TFOCG on record since 2017.

4. Reports and accounts

No officer reports or accounts available due to TFOCG having been dormant.

5. Appointment of committee 2022/23

GF invited nominations for the roles of Chairperson, Vice Chairperson, Treasurer and Secretary. GS emphasised the importance of anyone wishing to take on a Committee role having a full understanding of the Constitution and expectations.

Chairperson – Self nominated: Jack Maguire, Seconded by: Gary Sherborne

Vice Chairperson – Self nominated: Kelly Longrigg, Seconded by: Jane Kelly

Treasurer – Self nominated: Adam Playfair, Seconded by: Zoe Keeping

Secretary – Self nominated: Sophie Pope, Seconded by: Adam Playfair

Committee members – Sam Cutler, Zoe Keeping

6. Amendments to the Constitution recommended by the Committee

To consider and vote upon the following resolution.

That clause 5.2 of the Constitution be amended to read *'The Committee shall be made up of a Secretary, Chairperson, Vice Chairperson, Treasurer and **up to** 5 committee members.'*

Amendment agreed. No against. 1 abstention.

That clause 8.1 of the Constitution be amended to read *'No general meeting or Annual General Meeting shall take place if less than **5** full members are present.'*

Amendment agreed. No against.

That clause 8.2 of the Constitution be amended to read *'No Committee meeting shall take place if less than 3 Committee members are present.'*

Amendment agreed. No against.

ZK will make necessary amendments to the Constitution document for the new Committee to sign.

7. Open forum [Each member present may express their concerns for up to 3 minutes.]

Jane Kelly expressed how pleased she was to see TFOCG coming back together again and gave thanks to GS and RF (absent) for their roles as Chair and Vice Chair, to ZK for her support and to the newly elected committee members.

Sam Cutler explained that he would need some direction and support in his role as a committee member.

David Jackson asked for clarification as to the aims of the committee. GF confirmed that the aims of the committee are those outlined in the Constitution.

Jack Maguire raised some concerns regarding terms of the Constitution. JM questioned clause 8 and the Quorum (number of members required for the meeting to go ahead and make decisions) currently set at 7. Agreed to amend constitution and reduce to 5. JM questioned clause 5.8 which specifies that any committee member that fails to attend 3 meetings without an apology, shall be deemed to have resigned. All agreed that this was fair so long as committee members commit to attend meetings and send apologies when other commitments preclude them from attending.

JK queried number of general meetings to be held. Constitution specifies 12 committee meetings but no reference to frequency of general meetings. Referred to clause 7.1 which specifies that an all members meeting will be held if five or more members submit in writing a request for such a meeting to the Secretary.

8. Suggestions for events and activities in the coming year.

Jane Kelly suggested a Jubilee Tea Party. This idea was well received by all present. GS advised of various pots of funding available to support community events for the Jubilee. It was noted that TFOCG would now be in a position to apply for funding as a constituted community group.

Gary Sherborne suggested a Dog Show in recognition of the many dog owners living in and around Churchill Gardens. GF offered his support with this idea as he has previous experience of being involved in the Friends of Fisherman's Walk community dog show. GF suggested that it should be possible to get a local pet shop to sponsor such an event.

GS suggested a celebration for opening of new building and emphasised the importance of an event to help keep the momentum of TFOCG and community involvement going.

GS also mentioned an event taking place in Churchill Gardens on 3rd April 2022. ZK confirmed that 'Small Steps Every Day' will take place on Sunday 3rd April (organised by C3 Collaborating for Health and SoBo Wastebusters) and include a 'Give and Take' event ran by BCP Council. Suggestion that 'Give and Take' events could be taken forward by TFOCG in the future.

9. Any other business

No AOB.