



Minutes of Annual General Meeting

Held on Wednesday, 26 January 2022

At Cricklade Town Hall at 7.00pm

Director participants: Ruth Szybiak (Chair); David Tetlow (Treasurer); Terri Robertson (Secretary); Tim Norman, Bob Jones and Allan Heneghan

Member participants: 24 Members attended - see appendix 1 for names.

General Public: Anne West

1. Apologies For Not Taking part

Received from Wendy Hindley, Lisa Claybon, Paul Marley, Tina Rowe, Tina Jones and Phillipa Slade. Proxies were nominated by all apart from Ms Hindley and Ms Claybon.

2. Chair's Report and Annual Accounts

Both the above documents were circulated to the membership for consideration.

- a. The Accounts and Balance Sheet for the accounting period to 30 September 2021 were NOTED.
- b. The Chair's report was received and NOTED.

Jonathan Taylor asked whether the Society was VAT registered and liable to pay tax. David Tetlow responded that the Society is not registered for VAT but will be liable to pay Corporation Tax on any profits. He further explained that trading losses, which are expected to be incurred for the next year or so until the Society starts generating an income, can be offset against any future tax liability, as can interest payments due to Members on shareholdings of £2500 and above.

3. Professionally Audited Accounts

In accordance with Rule 35.6, Members should vote annually at the AGM to decide whether to have an audit carried out by a registered auditor or to have unaudited accounts. Cricklade Development Foundation Limited is entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Members unanimously RESOLVED to support the recommendation not to require the Society to obtain an audit of its financial statements for the accounting period ending on 30 September 2022 in accordance with section 476 of the Companies Act 2006 and section 84 of the Co-operative and Community Benefit Societies Act 2014.

4. Appointment of an Independent Financial Examiner

Considering the previous decision, and in acknowledgement of their responsibilities for complying with the requirements of the Companies Act 2006 and the Co-operative and Community Benefit Societies Act 2014 with respect to accounting records and the preparation of financial statements,

Members RESOLVED to appoint John Harman as an Independent Financial Examiner for the examination of its financial statements for the accounting period 30 September 2022.

5. Appointment Of Retiring Directors

In accordance with Rule 18 one third of the Directors must retire and seek re-appointment. Two directors represent a third of the total number of directors. A retiring director shall be eligible for re-election. David Tetlow, Ruth Szybiak and Allan Heneghan have retired in previous years, and Terri Robertson and Bob Jones will retire at this Annual General Meeting and seek reappointment as Directors of the Society.

Accordingly, the Membership unanimously RESOLVED to reappoint Terri Robertson and Bob Jones as Directors in accordance with Rule 17.2.1.

6. Interest Payable on Shares

In accordance with Rule 31.2, the Directors may decide to pay interest on Shares. As trading has yet to commence,

Members unanimously RESOLVED that no such interest should become due or payable.

7. Members' Questions (this was extended to include the general public, rule 9.1 refers)

Climate Action Network (CAN) submitted a paper prior to the meeting, which was signed by Anita Barratt, William Birkett, Anna Birkett, Amber Birkett, Ben West (all Members/shareholders of the Society) and Anne West, Mary Bowling, Liz Devine, Lynn Forrester, Cathy Limbrick (prospective shareholders, depending on the Society's policies).

They expressed their support for the Society's efforts in principle, but also posed the following 4 questions in respect of the Old Police Station.

- On the environment, they asked whether an evaluation criterion to assess the long-term sustainability of the Old Police Station development had been made/or professional advice sought, and whether an environment policy was in place. David Tetlow responded that the project was still in its very early stages but did expect that a range of policies will be developed in due course, including an environment policy. He welcomed their help with this and invited them to submit their ideas and proposals for consideration.
- On grant funding, they asked whether any avenues had been explored to help with the development costs and suggested a potential source of funding. Terri Robertson explained that the Society had been set up and supported by grants from Cricklade Town Council, Wiltshire Council, and the Community Land Trust. A range of grant opportunities are being explored and an application was recently submitted to the government's Community Ownership Fund for renovation costs, which was unsuccessful. She had checked the funder referred by them but unfortunately applications for standalone local projects are not eligible. Although the Society was registered with a 'grant finder' service, she also welcomed referrals of potential grants/funding streams from them and the Members.
- On the cultivated land within the Burgage Plot to the rear of the property, they requested assurances that it would be protected and enhanced for use by the community. Ruth Szybiak responded that their suggestions in respect of community use are broadly in line with the Society's intentions. She added that proposals for the use of the rear garden were welcomed from everyone, including them, with the guiding principle being that any initiative must be beneficial to the wider community.
- On parking, they requested assurances that it will be limited to the existing hard surface space within the property boundary and not encroach on the cultivated land or result in additional vehicles parking in Horse Fair Lane. Bob Jones responded that no such assurance can be given due to planning requirements and noted that their statement contained a contradiction in terms. He explained that the car parking area needed to be extended to reflect the anticipated increase in tenants and to avoid overspill parking in Horse Fair Lane. He also mentioned that car movements on and off the property must comply with Highways'

safety requirements. Ben West asked about the provision of electricity recharging points in the parking area. The Directors responded that this was under consideration but thought it unlikely to benefit the public as the parking was designated for tenants only.

Angela Jensen asked how the Society expect to find commercial tenants. Ruth Szybiak responded that approaches had already been received from interested parties which will be considered, also once the layout and space is known (after Planning), the Society will be better placed to look for suitable tenants. She further explained that the units had been designed with flexibility in mind to cater for a range of businesses, with differing space requirements. She also mentioned that affordable rents will be considered for the right business. A couple of Members mentioned that affordable rents, for both commercial and residential units, should be used to help new tenants get started and not last indefinitely.

Jonathan Taylor asked about the timescale for the development. Bob Jones responded that lots of steelwork is required and so an optimistic timescale would be 9 months to a year for the development to be completed.

Jonathan Taylor asked whether all the required funds had been raised. David Tetlow responded that the Society is approximately £100k short of the £250k renovation target. He caveated the renovation target by explaining that it was subject to the receipt of detailed quotations. He further explained that the Society wishes to avoid expensive mortgage finance and will therefore continue to fundraise via community shares and grants. A Member also suggested approaching housing developers for donations, which the Society also intends to do.

Paul Beattie asked whether Members will be allowed to have a say about the type of business moving into the Old Police Station. The Directors responded that the answers to this question were likely to vary with such a large membership, but that any member's input would be considered. Mark Clarke said that he would not like to see direct competition for existing traders. However, Jonathan Taylor countered that competition in the High Street can be beneficial and improve services. Anne West asked if the community had been consulted. The Directors responded that the Society is currently working with Cricklade Town Council on a joint High Street working group, which will soon be asking for their views on desirable businesses as part of a larger survey exercise of both residents and High Street businesses. Ben West thought it would help if the Society drafted a selection criteria/policy.

CDF Action: in due course devise transparent policy/criteria for the selection of tenants along with other policies.

Future Agenda Item, Directors' Meeting

Paul Beattie asked how the planning application was proceeding as the deadline had passed. Bob Jones explained that the Society negotiations were currently ongoing with the Planning Officer and therefore the date was currently in abeyance.

Jonathan Taylor kindly paid tribute to the Directors for all their hard work, which was supported by the Members.

Meeting closed 8.00pm

Terri Robertson
Secretary

Appendix 1

CDF AGM 2022 – Membership Attendee List excl Directors

- 1) Alan Robertson
- 2) Angela Jensen
- 3) Anna Birkett
- 4) Bill Burkitt
- 5) Bill Little
- 6) Cherryl Dowdeswell
- 7) Diana Wilmott
- 8) Elisabeth White
- 9) Fran Tattersall
- 10) Jenny Clabon
- 11) John Ellis
- 12) Jonathan Taylor
- 13) Julie Norman
- 14) Kairen Vann
- 15) Lynn Little
- 16) Mark Clarke
- 17) Paul Beattie
- 18) Paul Barnes
- 19) Peter West
- 20) Ray Tetlow
- 21) Ruth Evans
- 22) Sarah Taylor
- 23) Susan Holbrook
- 24) Tom Claybon

