



**Minutes of the Caversham GLOBE Annual General Meeting Thursday 2 July 2009 at 7:15pm at Church House Caversham.**

**Attendees:** Tina Barnes, Judith Barrett, Dave Kenny, Jennifer Millest, Bob O'Neill, Margaret Skinner, Peter Trout.

1. **Apologies for Absence:** Phil Bagge, Isobel Ballsdon, Richard Denney, Jean Newbery.
2. **Annual Report:** The 2008 Annual Report and 2009 Report up to 30 June were tabled, presented to the meeting by Dave Kenny and accepted.
3. **Treasurer's Report:** The Caversham GLOBE Accounts summary and the Income and Expenditure Statement – 31 March 2008 to 31 March 2009, duly endorsed by an independent examiner, were tabled & presented to the meeting by the Treasurer, Dave Kenny. A query was raised regarding the change of the Group's financial year (previously 1 January to 31 December) to 1 April – 31 March. This change brings the Group's accounting period into line with Reading Borough Council's grant year and provides a better relationship with the AGM. It seemed appropriate to make this change in the course of the general revision of the Group's Constitution. The report was accepted, with a vote of thanks to Dave Kenny as Treasurer and to the Independent Examiner.
4. **Revised Constitution:** The reasons, process and main changes were set out in the note attached, which was tabled. The revised Constitution was approved.
5. **Election of Key Members and Authorised Signatories:** A note of those who had agreed to stand as key members, signatories and Treasurer was tabled and is attached. Their election was agreed.
6. **Date of Next AGM:** 1 July 2010 (subsequently changed to 5 August 2010)
7. **Any Other Business:** As the previous and current Independent Examiners of the Group's accounts had not required a fee, it was agreed that a token of the Group's appreciation should be purchased for each of them (Sadly the previous Examiner died before this could be implemented). Other matters raised and discussed included:
  - a. The list of roles and responsibilities being drafted by Jennifer Millest based on the paper produced by Peter Trout following the Group's meeting on 4 September 2008.
  - b. The forthcoming talk by Ben Stanesby, RBC Parks Manager, at the Group's meeting on 4 August 2009, on developments in our local parks and open spaces and RBC's Trees policy, and our publicity for this talk, including use of notice boards at Caversham Park Village.
  - c. The clash of the Group's September meeting with the bank holiday.

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**The attached page relates to Item 4 Revised Constitution & Item 5 Election of Key Members and Authorised Signatories.**

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**This attachment to the Minutes of Caversham GLOBE AGM of 2 July 2009 relates to Item 4 Revised Constitution and to Item 5 Election of Key Members and Authorised Signatories.**

**Revised Constitution: Reasons, process and main changes.**

The Constitution approved by members of the Caversham GLOBE group at a General meeting held on January 14 1998 has long been felt by some members to need updating. Accordingly, a revised version was drafted by Dave Kenny in September 2007, with reference to the existing Constitution and Tilehurst GLOBE's revised Constitution adopted by them on 18 April 2007. These three documents were provided to members attending Caversham GLOBE's monthly meetings and the revised draft was amended in September 2008, January and June 2009 in the light of members' comments at meetings and in writing.

The main changes relate to the Objectives, the Committee structure and the support provided by Reading Borough Council as follows:

The Objectives set out in 1998 cover a much wider remit than the group has followed for some time, largely because of the existence of strong local residents' groups. The revised Objectives reflect the group's primary concern with the local environment.

The Committee Structure proposed follows the example of Tilehurst GLOBE in operating "a policy whereby members can take an active part in the running of the Group, so that the work of the Group is shared as equally as possible". To this end, the previous structure of Chairman, Secretary, Treasurer and other committee members is replaced by a committee of at least four key members (one of whom shall be the treasurer) elected at a general meeting, with scope to co-opt further key members.

Changes to the previous partnership with Reading Borough Council – the withdrawal of secretarial support services formerly provided by RBC and the forthcoming withdrawal of insurance cover – and their replacement by a grant for which the group may apply, has resulted in changes under Objectives, Powers, Finance, Data Protection.

**Election of Key Members and Authorised Signatories.**

The following people have agreed to stand as key members, signatories and Treasurer, as indicated –

**Dave Kenny** - Key Member, Signatory and Treasurer

**Jennifer Millest** - Key Member and Signatory

**Isobel Ballsdon** – Key Member & Signatory

**Judith Barrett** - Key Member and Signatory (to replace Philip Bagge when this can be arranged)

**Peter Trout** - Key Member

**Jean Newbery** - Key Member

**Richard Denney** - Key Member