



Annual General Meeting – Wednesday 21<sup>st</sup> April 11.30am



Join Zoom Meeting – LOG-IN FROM 11.25.

<https://us04web.zoom.us/j/77423551392?pwd=OGJKU2NXNS9kNWMzeTJzTWZRMkZlNQ09>

Meeting ID: 774 2355 1392  
Passcode: 2QJBpn

1. MEMBERS ON-LINE -
  - i. Apologies
  
2. MINUTES OF THE LAST GENERAL MEETING - 30<sup>TH</sup> September 2020  
And any matters arising. MINUTES ATTACHED
  
3. CHAIRMAN'S INTRODUCTION.
  
4. TRUSTEES & SECRETARY'S REPORT.

#### Meetings

Our weekly Wednesday meetings at Limelights and Poole Central Library were suspended from 26<sup>th</sup> February 2020. During the first lockdown from September, it was permitted under the Rule of 6 for some use of the workshop to continue. From November all indoor gathering were not cancelled.

With COVID restrictions meetings of the Trustees and Committee were held by video conferencing using ZOOM.

The Trustee and Management Committee met on six occasions with sub committees to oversee the building and workshop reporting back.

#### Annual General Meeting-

With the COVID disruption the Charities Commission relaxed the ruling so that meetings required to be held in April may be delayed until 30 September, Our AGM was held on 30<sup>th</sup> September 2020. All the necessary returns for 2020 were completed and submitted.

#### Other organisations

We continued to retain our membership with:-

Community Action Network [CAN] – who have been active in supporting local community groups in the BCP area. (our Council area).

UK Men's Sheds – (with Southern Area Network). - Sharing advice and updates have been helpful through the pandemic.

Community Matters.

The first conference for this organisation was held on Sat 7<sup>th</sup> March and attended by many local individuals and groups involved with local charitable organisations. Sadly with the advent of the COVID 19 there has been no further open meetings.

Alan Hawkins  
Secretary

## **5. TREASURER'S REPORT**

### **Accounts for approval – ACCOUNTS – ATTACHED**

At the end of 2020 our bank balance stood at £19,070. This large increase in our finances some £7000 from 2019 was due to three grants that we obtained during the year. These were

Two donations from the CO\_OP totalling £3,378 these funds form part of our restricted funds

A GOVERNMENT Discretionary Grant for Small Business and Charities of £5000. To cover unforeseen expenditure and Loss due to COVID

We are in the process of building a toilet in the new building and because of this have applied for and received two more grants that will appear in this year's figures. Our accounts for 2020 have been audited and approved showing the afore mentioned bank balance of £19,070. I stress at this point that this is a bank balance total only. When we put aside our reserved and restricted funds, we get a working capital of £10,096

Our reserved and restricted funds are as follows.

The two afore mentioned grants from the Co-Op of £3378

Our own contingency fund of £5000.

Plus the balance outstanding for the new shed of £572 and one outstanding cheque of £24.

I must stress at this point that for obvious reasons we will make a financial loss on this year of approximately £1000.

This concludes my financial report'

C.J.H.S

## **6. RETIRING TRUSTEES.**

**TRUSTEES** Under the rules of our Constitution THREE of our trustees must retire and may offer themselves for re-election. Trustees serve for a term of 3 years and may then seek re-election.

The trustees for re election –

1. Eric Tripp
2. Rob Kingman

who are willing to continue to serve and seek re-election.

Retiring Trustee – Ross Brandley

## **7. MANAGEMENT COMMITTEE.**

No Nominations received so defer till COVID restrictions permit members meeting.

## **8. MEMBERSHIP REPORT.**

The year 2020 was a very difficult time for Poole Men's Shed. The first 3 months was full of hope for our new building, and we were organising and looking forward to an official opening later in the year.

The membership had increased to 45, then Covid 19 struck. Everything shut down apart from a few volunteers completing essential site work. Eventually this had to stop and Shed activities came to a complete standstill. Work continued behind the scenes however, pursuing grants, writing newsletters, holding Zoom get-togethers and wondering what to do about membership subscriptions. Fortunately, BCP council came to our aid with a grant which enabled us to waive 2021 subscriptions for those fully paid-up members of 2020.

Emails, and letters to those without email, were sent to all paid-up 2020 members requesting that they confirm their acceptance of the free membership offer for 2021.

It was important to establish which members had accepted the offer for two reasons:

1. Our liability insurance only covers members of Poole Men's Shed.
2. Only members of Poole Men's Shed are entitled to vote at an AGM.

As of 31/3/2021 36 members have re-joined for 2021.

The annual membership fee is currently £25, and subscriptions are due on 1<sup>st</sup> January each year.

For new membership applications there is an additional joining fee of £10.

For those joining after 30<sup>th</sup> June the membership fee will be reduced to £10 plus the joining fee of £10.

Applications made from 1<sup>st</sup> November each year may receive 14 months membership for £25 plus joining fee.

The management committee may exercise discretion on the timing of membership termination if a subscription is not received by 31<sup>st</sup> March.

### **Website.**

The website has been relatively static during the pandemic although it is heartening to note that the percentage of New visitors to Returning visitors is about 70% to 30%.

### **Email.**

The Poole Men's Shed email system ([Poolemensshed@outlook.com](mailto:Poolemensshed@outlook.com)) has been used to keep members informed, and also at times amused, with jokes, anecdotes etc submitted by various members.

## **9. Social secretary report.**

Difficult year for us all but we have kept going through 'Whatsapp'. We have had a few walks and the odd snack here and there. Doughnuts were lovely. Now looking forward to doing more at the shed and out and about. First up will be a social meetup at the shed followed by an open day. We may just get a founders day do in.

***Annual General Meeting of Poole Men's Shed***  
**Wednesday 30<sup>th</sup> September 2020 at Limelights Youth Centre**  
**and on Video Conferencing with ZOOM from 1pm**

**Minutes**

1. MEMBERS REGISTERING –

In attendance – Alan Hawkins, Clive Hughes, Dave Britton, Ross Bradley. Rob Kingman.  
Zoom video conferencing – Ian Price, Eric Tripp, John Dimmick, Peter Dryden, Suresh Kom  
2 Postal votes – Gary Gooch, Ray Moore.

2. MINUTES OF THE LAST GENERAL MEETING – held 10th April 2019 had been circulated.

No matters arising.

3. CHAIRMAN'S INTRODUCTION. - Ian Price on Zoom opened the meeting. (recording).

4. TRUSTEES REPORT.

The Trustee and Management Committee met on six occasions with sub committees Welfare; to oversee the building and workshop reporting back.

Over the year we have been in negotiations with the Council (Borough of Poole) and Limelights Youth Centre on the lease of the site with garage adjacent to Limelights and in September a 5 year lease was entered into with Bournemouth Christchurch and Poole Council. ( BCP Incorporating Poole Borough Council 1 April 2019)

Our weekly Wednesday meetings at Limelights continue to be well supported with over 25 members attending some weeks. A grant made by the Dorset Communities Foundation enabled us to open the centre on additional days giving more scope for activities and use of the workshop.

Open meetings were held Monday morning at the 'Lookout Cafe' in the Dolphin Centre but with the arrival of our new building in July numbers attending dropped and staffing at the cafe was not viable. From September arrangements were made with Poole Central Library for meetings to be held on Mondays from 10am. These Open meetings provided a convenient meeting place in the town for 'shed' members and a contact point for those who would like to find out more about us.

These weekly meetings were suspended in February 2020 with the COVID 19 pandemic.

Members were involved in a range of activities and projects and took part in local community events and carnivals and fayres.

Alan Hawkins  
on behalf of Trustees Secretary

5. Treasurers Report BY Clive Hughes

For the benefit of our newer members I must inform you of two things before I start.

Firstly, our financial year runs from Jan to Dec., so the figures shown are in fact for 2019 and therefore way out of date, but due to our membership renewal falling in January, plus, we have received two substantial donations during this year we are in fact better off.

The second point is that I keep two accounts one is for the petty cash and the other is for our bank account. This is because I am an engineer and not an accountant, and it avoids double booking.

Because we received two council grants totalling £26351 for our new building. our income was in excess of £25000. All my figures have had to be audited by an independent person. George Stevens the treasurer of Limelights has kindly offered to do this for us, all as required by the charity commission.

However, at this point as now, we were still working to finish off the new building and of the grants advanced to us are still being used, the balance of these were approx. £3800.

We had at that stage no outstanding cheques or payments to make which meant that our **net** cash available was £8235.

Which is a £3719 increase on 2018. This large increase being mainly due to one of our grants being used to pay some of our overheads amongst other things. We also had some late payments from sales during 2018.

As an insight for you we have three main sources of income our membership, our weekly subs and because we are a charity a refund of tax that we claim for. These items added up to £2772 for last year.

Our main overheads and expenses are the rent for this building and the new building outside. Our insurance, and the workshop which has a budget of £220 for tooling costs. Plus, the cost of refreshments each week all of which adds up to £2610. Which gives us on a good year a profit of £160.

These figures go to show how much we depend on donations from the public and companies in the area, plus donations from our own members. Profit from items we make or repair and the profit made from our volunteers who work at carnivals and various fun days.

Thanks to the "Corona virus we are now in lock down, a position that could last for several more weeks. This means that we are loosing approximately £80 per month. And my expected loss of **income** for 2020 will be in excess of £500.

Accounts for approval - as circulated/attached.

All agreed

## 6. RETIRING TRUSTEES.

**TRUSTEES** Under the rules of our Constitution TWO of our trustees must retire and may offer themselves for re-election. Trustees serve for a term of 3 years and may then seek re-election.

The trustees for re-election –

- i. Alan Hawkins –
  - ii. Ian Price
- who are willing to continue to serve and seek re-election.

All Agreed

7. Resigning Trustee – Chris Flynn regrets he will be standing down as, with his move out of the area, he is unable to attend. Chris, when local Community Organiser, was instrumental in setting up Men's Shed Poole.

We wish Chris all the success in the future and that he is always welcomed to visit us when circumstances allow.

#### 8. MANAGEMENT COMMITTEE.

No nominations have been received.

When it is possible to resume our Wednesday meetings at Limelights

With the COVID 19 situation and restrictions likely to continue the retiring Officers and Committee have agreed to continue until the 2021 AGM.

Officers & Committee

1. Chairman - Ian Price (Trustee)
2. Secretary - Alan Hawkins (Trustee)
3. Treasurer - Clive Hughes (Trustee)

Committee members

4. Eric Tripp - Membership / Website – (Trustee)
5. Rob Kingman - Building Project / Welfare - (Trustee)
6. Ross Bradley Social – (Trustee)
7. Dave Britton Workshop
8. Chris Holton Workshop
9. Peter Dryden Welfare
10. Ernie Score Committee

#### 9. MEMBERSHIP. - Report – Eric Tripp.

The number of paid-up members as at December 31<sup>st</sup>, 2019 was 47.

This comprised:

35 paid their membership subscription at the beginning of the year.

6 Joined after June 30<sup>th</sup>, 2019.

4 Joined during November/December 2019 and qualified for 14-month membership.

2 were 14-month members from 2018.

Poole Men's Shed website 2019.

2019 was a busy and interesting year for members with an assortment of over 20 events recorded on the website blog page. Various projects completed by members for other organisations were also recorded.

Data obtained from Google Analytics for the year 2019 show:

Total Sessions: 988

New Users: 482

Page visits: 2575

**Sessions:** (formerly known as Visits) The number of times your website is accessed (this is different from number of Visitors) and the period of time users are actively engaged on your website.

**New Visitors:** (also called Users) People who have not previously or recently visited your site are considered new visitors.

**Page View:** The number of pages a visitor views over the duration of their visit to your website. Page views allow you to see which pages on your site are the most popular.

#### 10. Membership for 2021.

Because of the considerable disruption to Shed activities during 2020, all paid up members as at 31 December 2020 may extend their membership to 31 December 2021 free of charge.

Proposed to add – *“that the reduced fee for the half year is discontinued for the remaining months”*.  
*of 2020. Proposed by AH. Seconded CH*

All Agreed

To update our records, all who wish to continue as members of PMS in 2021 will be asked to complete and return a Renewal Notice to the Membership Secretary before the 28<sup>th</sup> February 2021. This renewal notice will be emailed (or posted, if no email address) to all existing members during December 2020.

Members not indicating their wish to continue membership in 2021 by February 28<sup>th</sup> 2021 will be required to re-join at the usual subscription rate.

#### 11. SOCIAL SECRETARY’S REPORT – by Ross Bradley

As usual the social calendar has been dictated by the wishes and organising enthusiasm of our members.

Many thanks to those who have organised and supported the events. Twenty nine in all.

Our social events are open to members, friends and family.

A new venture this year is the Tuesday Lunch club meeting at a different venue on the second Tuesday of each month.

Our annual Founders' Dinner could have been a let down as our pre booked venue let us down at the last minute. We are grateful to The Bridge house for quickly fitting us into their Carvery. We enjoyed it so much that a booking was made for Christmas where forty members and friends enjoyed private dining and Christmas entertainment at the rear of the restaurant.

Walking has again proved popular with two local guided walks and a history of Poole tour.

Ernie has provided a weekly film slot at Limelights with themes from "Carry On " to Swanage railway.

Our Annual skittles needle match against Wareham shed took place in November, the result is best not discussed although Chris did get a trophy.

The Poole park fun day was a huge success, splat the rat and hook a duck taking pride of place.

We had events with smaller numbers of members taking part, Shedfest on the Isle of Wight, Pow wow at the Bison Centre, Flying Scotsman viewing and volunteering at Swanage station, RNLI visit and tour, Shillingstone Railway station, Brooklands, and of course our annual Pool knockout tournament. Again thanks for all the support in so many ways.

#### 12. AoB none meeting closed 13.25



**POOLE MENS SHED 2020**

combined income and expenditure account

<u>EXPENDITURE</u>			
	total	bank	p.cash
OVERHEADS			
rent	£810.00	£810.00	£0.00
Rates	£0.00	£0.00	£0.00
elec	£25.90	£25.90	£0.00
insurance	£643.89	£643.89	£0.00
sub total over heads	<u>£1,479.79</u>	<u>£1,479.79</u>	<u>£0.00</u>
saftey equipment	£158.18	£158.18	£0.00
tools	£6.99	£0.00	£6.99
materials	£88.68	£62.02	£26.66
office and stationery	£241.09	£213.73	£27.36
catering	£38.92	£0.00	£38.92
travel	£0.00	£0.00	£0.00
publicity	£0.00	£0.00	£0.00
misc	£511.78	£436.14	£75.64
transferepetty cash	£235.00	£0.00	£235.00
new building	£966.91	£361.03	£605.88
total	<u>£3,727.34</u>	<u>£2,710.89</u>	<u>£1,016.45</u>

<u>INCOME</u>	<u>TOTALS</u>
GRANTS GOVERNMENT BCP COUNCIL	£5,000.00
GRANT CO-OP	£3,377.69
membership	£1,155.00
sales	£0.00
donations	£435.84
total subs collected	£282.00
transfere from p/cash	£200.00
misc	£0.00
GIFT AID	£570.83
sub total	<u>£11,021.36</u>

bank balance 31 dec 2020	£19,070.01
petty cash	£259.76
balance over year	<u>£19,329.77</u>

<u>RESTRICTED FUNDS</u>	
contingency account	£5,000.00
balance B.C. <del>R</del> P	£572.00
grant from CO=OP	£3,378.00
one outstanding cheque	£24.00
total available funds	<u>£10,355.77</u>

Bank balance dec. 31st.2019	£11,985.28
petty cash c/f 2018	£50.47
income 2019	£11,021.36
total income to date	£23,057.11
total expences	£3,727.34
balance over year	<u>£19,329.77</u>
profit over year	£7,294.02

Presented by

Clive Hughes

signature



audited by

George Stevens

signature

