

Minutes of the Bromyard Downs Common Association

Annual General Meeting

Wednesday 29 April 2015

7:30 - 9:30 Falcon Hotel Bromyard

Committee Attendees

James Hawkins (Chair)
Hannah Welsh (PM)
David Grant
Ray Pullen

Lauren Smith (Secretary)
David Boddington
Graham Cooper

Clive Brazier (Treasurer)
Helen Allan
Gary Swinford

1. Welcome & Apologies for absence;

George Thompson

Andrew Morris

Ben Hiley

2. Action points from the last meeting

No Actions outstanding from the last AGM
AGM Minutes approved

3 James Hawkins gave an update on our progress to date

- Hugh success in amount of volunteering hours achieved our target of 19,000 hours was surpassed with a total of over 31,000 hours recorded
- A multitude of different surveys have been carried out by experts to establish reptiles, flora, fauna, trees and bats. We have also been told that Bromyard Downs has the best grassland and orchids on any common
- Training of the committee and volunteers have covered GIS training, chainsaw training and surveys
- Contact and visits have been arranged with other commons such as Garway Hill and Ewyas Harold to see how other management styles for grazing are being carried out.
- The management plan has been successfully completed and the Heritage Lottery fund visit to look at the project was a valuable meeting, culminating in the success of the delivery phase funding.
- School events have been a great success with the BioBlitz and building of a Bee Hotel
- Angus Walker has delivered a brilliant film of Bromyard Downs through the seasons

Our thoughts went out to Mike Cockayne one of our original committee who sadly passed away last year

Thanks were extended to Paul Friend and Jamie Jacobson who have both now stood down but have been instrumental in the success of the BDCA over this past year

Further thanks also went to our Herefordshire Wildlife Partners, the National Trust Volunteers, The Brockhampton Group Parish Council, the local Schools and the History Society for their continued support and help over this busy year

- 4 **Guest Speaker Archie Miles distinguished photographer and writer** gave a very interesting and comprehensive show of his photographs of Bromyard Downs's trees and wildlife.

5 **Financial Report –**

Current Credit Balance - £9,336 – nothing outstanding

Assets Register - £8,000 worth of equipment registered

Next phase of Lottery funding will be due once the permission to start has been received

The current financial report In line with the regulations of the lottery funding has been full audited up to 31st March by Oakley's LLP a copy is attached with these minutes.

6. **Update on Management Plan**

Hannah Welsh as project manager updated everyone on current progress

7 **Amendment of additional wording to clause 15.4 the BDCA constitution**

To meet the Heritage Lottery Conditions, to enable release the deliver phase funds and In accordance with the current constitution rules the request to add the additional wording was circulated to members prior to the meeting

Motion proposed to accept the additional wording to clause 15.4 to read as follows

15.4 Any such organisation or body which has agreed to use the assets for aims and objectives similar to those described in article 4 *and that such an organisation must use its income and property in furtherance of its objects, aims and objectives and not distribute any of its income or property amongst its members*

Seconded - James Hawkins

Vote carried unanimously from all eligible attending members (over 15 present in accordance with constitution)

Amended constitution fully signed by the original Signatories and current BDCA Chair

Action Hannah to send signed constitution to HLF to instigate release of funding

7. **Election of Members of the management committee**

In accordance with our terms members for the committee are elected each year at the AGM

The current Chair and Committee members therefore stood down

Nominations for elections were received from the following Bromyard Downs residents

Name	Proposer	Second
Andrew Morris	Ben Hiley	Lauren Smith
Ben Hiley	Joanna Jenkins	Lauren Smith
Lauren Smith	Ben Hiley	James Hawkins
Graham Cooper	Jonathan Smith	Shirley Denton
David Grant	Samantha Brookes	RA Barnes
Neville Turner	Felicity Alexander	Richard Early
Ben Turner	Felicity Alexander	Richard Early
James Hawkins	Victoria Hawkins	Lauren Smith
Helen Allen	Clive Brazier	David Boddington
Clive Brazier	David Cave	Helen Allan
David Boddington	Dr B Omar	Helen Allan
Raymond Pullen	David Cave	A E Sayce

Lauren proposed that as we had 12 eligible nominations that all nominations for members listed were voted on to the committee.

Vote was carried

Requests were made to fill the chair, vice chair, treasurer and secretary roles from the 12 new committee members

James Hawkins proposed as Chair

Proposer Lauren Smith
 Seconded Graham Cooper

Vote Carried

Ben Hiley proposed as Vice Chair in his absence

Proposer David Boddington
 Seconded Clive Brazier

Vote carried

Clive Brazier proposed as Treasurer

Proposed James Hawkins
 Seconded Graham Cooper

Vote Carried

Lauren Smith proposed as Secretary

Proposed Janet Fellows
 Seconded James Hawkins

Vote carried

A full members list and contacts are attached to the end of the minutes

8. Public Member questions

8.1 Janet Fellows on behalf of the Brockhampton Group Parish Council remarked that 4 years ago when the parish council started the process to elect a Downs

committee, they couldn't have envisaged how far the committee has now come and achieved since its inception 3 years ago and she extended her thanks for all the hard work the committee have put in to accomplish our goals

Areas that the committee need to take forward are to develop consultancy and publicity processes with local residents and develop and engage with the youth of Bromyard to get more children playing on the Downs

- 8.2** Roger Steed was concerned that we had not replied to his previous correspondence – and he had not received any correspondence as to the dates and locations of meetings.

James reiterated that have always replied to correspondence, however this has usually been to Rogers e-mail address which he gave on the initial communication survey. It appears Roger has not received and in future we will ensure a hard copy is posted to Rogers address

We confirmed all meeting dates are advertised on the local notice boards and via e-mail – we now realise this is probably not reaching all the Downs Residents and Commons Rights holders and will in future ensure a letter is sent as an invitation to all residents for the AGM although this would be too labour intensive and costly to send for all meetings

Action - Lauren to ensure all meeting dates are advertised in advance and that a Letter invitation is sent to all residents and commoners for the 2016 AGM

- 8.3** Grazing Question – Would residents be notified when grazing is to start

Formal notification would be placed on notice boards and in local media well before grazing is due to start

- 8.4** Does anyone know anything about a new memorial tree that had been planted along the top Downs – no one on the committee had been consulted but we would look in to the matter

- 9** James thanked Hannah and the committee for all the hard work in achieving success with the Heritage Lottery Funding and all that had been achieved on the Downs to date

Date of next ordinary meeting Wednesday 3rd June 2015 – Falcon Hotel Bromyard 7:30

Meeting Close

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