



# YOUR CAFÉ

## Braunston Village Community Café

**Braunston Community Café AGM held at 16:00pm on 19<sup>th</sup>. October 2015 in the Parish Room within All Saints Church.**

**These minutes were presented at the 2016 AGM and were accepted as a true record. The Chairman confirmed all actions had been completed and there were no outstanding matters**

### **Present**

Peter Hobbs  
Denise Waddleton  
Terry Waddleton  
Wendy Wilson  
Jean Johnson  
Tina Newman  
Veronica Smith  
Sue Kirtley  
Ralph Maltby  
Gill Maltby  
Judith Sykes  
Sandra Stapley  
Jenni Burton  
Abigail Campbell  
Pete Morgan  
Chris Maltby  
Rev Sarah Brown  
Alison Miller  
Jacqui Lancaster

### **Apologises**

David Maltby  
Andrew Alsop  
Ingrid Alsop

**Welcome.** – Rev Sarah welcomed everyone to the Café's first AGM, with an opening prayer.

**Manager's Report** – Chris Maltby gave the Manager's Report but stated that she spoke for all four of the Management Team. The objectives of the Café, which were

1. Provide a meeting place for Villagers
2. Provide an attraction for Visitors
3. Enable village residents to contribute to the life of the village
4. Provide funds for local community projects from Operating Surplus

had all been achieved. There was a fantastic team of 28 helpers. They would like an additional small team of helpers to help with the washing up between 12:00 and 14:00. Saturdays were difficult to staff and reducing the hours was being considered to help with this. New volunteers were all given induction training. Coffee was of high quality and sourced in the village. Wendy Wilson made fantastic cakes. Where possible goods were sourced locally. Locally made crafts etc. were on sale in the Café. The Café took no commission, although often they received a donation. The Café sells tickets for local events, and did a Christmas Post last year.

Thanks go to the landlords, Louis and Isabel Prat. A successful year. Thanks to all the volunteers - on behalf on Ingrid, Andrew David and Chris.

**Financial Report.** Peter Hobbs presented the Financial Report, explaining that he was the Treasurer of the Steering Group whilst Ralph Maltby did the difficult work of managing the Café's day to day account, as Treasurer of the Management Team. The End of June accounts were shared. In only 6 to 7 months of being open all of the set up costs had been recovered, the Cafe had been able to donate £990 to community projects and yet retain £2,135.07 in the bank.

Since then an additional Operating Surplus had been generated totalling £3,000. This had yet to be distributed. Thanks to all for a fantastic result.

**Constitution** – Writing the constitution had been a bumpy ride but there was now a draft hopefully to be agreed. It was queried why the AGM could only recommend changes to the Constitution and not agree them. It was explained that this was because both the Parochial Church Council and the Parish Council are legally required to conform to various principles and rules. So if the AGM voted for a change which was against any of these, the Steering Group would not be able to implement it. However it was felt that this would be a very unlikely scenario, and the Steering Group would be foolish to ignore the views of the AGM.

Judith Sykes queried the fact that when the minimum of 3 people were present at the Steering Group meeting, that the Parochial Church Council majority may not be maintained. Pete Morgan agreed to revise the Constitution accordingly along with a few other minor corrections to ensure consistency.

ACTION Peter Morgan

The draft Constitution was agreed in outline principle with 2 abstention. However it could not be fully agreed as some had been given an earlier version of the Constitution. It was agreed that Pete Morgan would make the agreed amendments and the revised new version would be distributed by Jacqui to all on the Steering Committee and Management Team and all volunteers with a covering

letter to explain the situation. Anyone with any concerns to reply on or before Friday 30 October. If no concerns are raised, the revised Constitution will be considered to have been adopted.

ACTION Pete Morgan and Jacqui Lancaster  
ACTION All

**The Operating Surplus Process** – this was reviewed. It was agreed that paragraph 4 a) needed rewording. Pete Morgan to amend it in the light of the discussion.

ACTION Pete Morgan

Ralph Maltby would review and provide a suggestion for the trigger at which money could be released for distribution to good causes for Pete Morgan to include in the revised .

ACTION Ralph Maltby

The Operating Surplus Process was agreed in principle. The revised document to be send out with the Constitution and anyone with any concerns to reply on or before Friday 30 October. If no concerns are raised, the revised Constitution will be considered to have been adopted.

ACTION Peter Morgan and Jacqui Lancaster  
ACTION All

### **Any other Business**

Discussion took place of whether the minutes of this meeting and other official documentation should be stored on the web. The Management Team would consider this.

ACTION Management Team

The Café's status was discussed. It is not a registered charity, therefore the wording the End of Year Accounts Examination needs to be changed. Peter Hobbs to ask Geoff Waghorn

ACTION Peter Hobbs

Rev Sarah stated that Peter Hobbs was resigning as Treasurer and Steering Committee but that a successor was being identified.

ACTION Rev Sarah and Steering Group

**The Meeting closed at 16:40.**