

## Castlefields Canal and River Park Association (CARP)

### Minutes of the 'Annual General Meeting 2018' held on 19 July, 2018 at 7pm, in the Council Chamber, Calne Town Hall

|                 |                |       |                  |
|-----------------|----------------|-------|------------------|
| <b>Present:</b> | Denis Robinson | DVR   | Chair            |
|                 | Tim Preece     | TP    | Treasurer        |
|                 | Debbie Smith   | DS    | Trustee          |
|                 | Martin Boswell | MB    | Trustee          |
|                 | Dee Robinson   | Dee R | Minute Secretary |
|                 | Sue Court      | SC    | Secretary        |
|                 | Martin Court   | MC    | Trustee          |
|                 | Mo Norrington  | MN    | Trustee          |
|                 | Julie Wakeham  | JW    | Trustee          |
|                 | Richard Mason  | RM    | W&BCT            |

- 1. Appointment of the AGM Chairman:** Proposed by DS, seconded by MN that Denis Robinson should be chairman. All agreed.
- 2. Apologies:** Gill and John Barnes.
- 3. Minutes of the last meeting:** held on the 20<sup>th</sup> July, 2017. Proposed by DS, seconded by RM. All agreed.
- 4. Chairman's report:** See attached. MB reflected that it had been a good year with the new gym equipment and work on the walls.
- 5. Treasurer's report:**  
See attached. Shows a balance of £1366.45. Funds are low. An application is being submitted to CTC for a grant to cover admin costs. Proposed by RM, seconded by MB that the accounts be approved. All agreed. Appointment of auditors. Proposed by DR, TP that Mander Duffill be approached should auditors be required in the coming year.
- 6. Election of Committee Members:**  
**Groups:**  
CTC – Awaiting name of appointee by CTC.  
W&BCT – Richard Mason, no deputy. All agreed.  
**Individuals:**  
Martin Boswell: Proposed by Jill Samphier, seconded by MC.  
Martin Court: Proposed by DeeR, seconded by DS.  
Sue Court: Proposed by DS, seconded by Chris Kemp.  
Mo Norrington: Proposed by MC, seconded by DR.  
Tim Preece: Proposed by DR, seconded by MN.  
Dee Robinson: Proposed by MC, seconded by TP.  
Denis Robinson: Proposed by TP, seconded by MN.  
Debbie Smith: Proposed by Chris Kemp, seconded by DR.  
Julie Wakeham: Proposed by DR, seconded by SC. All agreed
- 7. Election of Officers:**  
Chairman: Denis Robinson. Proposed by JW, seconded by RM.  
Secretary: Sue Court. Proposed by JW, seconded by RM.  
Treasurer: Tim Preece. Proposed by JW, seconded by RM.  
Minutes Secretary: Dee Robinson. Proposed by JW, seconded by RM..All agreed
- 8. Review of Policy Documents.**
  - a. Privacy Policy.** The document was reviewed without amendments. All agreed.
  - b. The safeguarding policy** was reviewed with no amendments. Proposed by MB, and seconded by TP, that DeeR and DS be appointed as Safeguarding officer, and deputy. Agreed by all

**9. Appointments of reps to other groups:**

**Britain in Bloom** – Mo Norrington, All agreed.  
**Safety Forum** - Karen Boswell, all agreed.

**10. Dates of Committee Meetings for the coming year:**

20<sup>th</sup> September, 2018.

15<sup>th</sup> November, 2018.

17<sup>th</sup> January, 2019.

21<sup>st</sup> March, 2019.

16<sup>th</sup> May, 2019.

18<sup>th</sup> July, 2019. (AGM)

**10. Meeting closed:** at 7.20 p.m.