**Whitchurch Photographic Society - Minutes of the Annual General Meeting held by ZOOM at 730pm on Tuesday 27th April 2021**

**Members present;** Marc Brimble **,** Richard Priestley, David Powell ,Paul Bolton , Peter Cooke , Martyn Daniels ,Julia Finch ,Marion Goody, Chris Goody , Paul Hayward , Les Jones , Patrick Miles, Dave Munn , Sandy Robertson ,Val Garrett , Mandy Coyne

**2021.1. Opening of AGM by the President**

The President opened the meeting by welcoming members to the 59th AGM of WPS and **referred** to the following;

- That meetings in year had continued to be ZOOM based
- The 2020/2021 programme had been very successful with distinguished speakers
- Winning the prestigious 7 towns competition
- Plans and developments for the 2021 / 2022 programme, including the summer programme and innovative sessions
- Actions re publicity for the club including the article in the Amateur Photographer magazine, local papers etc
- The anticipated return to meetings at Pearl Yard, subject to issues relating to COVID19

**2021.2. Apologies for absence** were **received** from Ruth Elner

**2021.3. Minutes of the AGM held on 7th July 2020**

David Powell **proposed** and Patrick Miles **seconded** that the minutes of the above meeting should be approved as a correct record which was **agreed** unanimously.
The Chairman **referred** to the following matters arising:

-The Senior Citizens Club had agreed that WPS fees for using Pearl Yard would continue at the same rate

- COVID 19 restrictions may limit the number of members able to use the facility
- The issues of beginners / intermediate competitions and the concept of "Friends of WPS" would be put on hold and considered for introduction once the issues arising from COVID19 restrictions had eased and club activity had returned to some sort of normality. .

**ACTION MB**

**2021.4. Officers Reports**

The following reports, copies of which had been previously circulated to all members were considered and **noted** ;

a. Chairman's Report
b. Secretary's Report
c. Treasurer's Report
d. Membership Report

It was **noted** with great regret and sadness that Penny Cartwright had recently passed away, following a long illness.

e. Competition Secretary' s Report
f. IT Report

The above Officers were thanked for their reports.
In relation to the **Treasurers Report** it was **proposed** by Richard Priestley and **seconded** by Val Garrett and **agreed** unanimously that;

- The statement of account and the balance sheet for the year 1 April 2020 to 31 March 2021 should be accepted and approved
- the full year annual subscription for 2021/ 2022 should be £25.00 for full membership, with pro rata subscriptions for people joining part way through the year being;

- £ 6.25 with 3 months to run in year
- £12.50 with between 3 to 6 months to run in year
- £ 18.75 with between 6 to 9 months to run in year

The above charges were based on a return to Pearl Yard in year and would be reviewed by the committee if this was not practical.

- admission charges to meetings should remain at £2.00 for members and £3.00 for visitors
  raffle tickets should remain at £1.00 per ticket
- WPS should move to a cashless system from the 2021/ 2022 session and that the above charges be collected by BACS

**2021.5 Retiring Members of the WPS committee**

The following Officers **confirmed t**hat they would be standing down from the WPS committee as at the 27th April 2021;

- Marian Goody - Committee Member
- Marc Brimble – Programme Secretary

Both the above were thanked for their hard work and contributions to the work of WPS over many years were formally **noted .**

It was **noted** that Marc Brimble had withdrawn his notice of intention to stand down from the post of Chairman, as a candidate had come forward for election to the post of Programme Secretary.
It was **agreed** unanimously to support Marc's appointment as Chairman for the 2 years 2021/222 and 2022/ 2023 to complete his second term of office accordingly.

**2021.6 Election of officers for 2021/ 2022 ++**

It was **proposed** by Sandy Robertson and **seconded** by Martyn Daniels and **agreed** unanimously that the following should be elected to the WPS committee:

Dave Munn – Programme Secretary
No nomination was received for the vacant post of Committee member without portfolio

**2021.7 Appointment of auditors**

It was **agreed** that;

- Further consideration should be given to the duties of auditor / oversight of the accounts produced by the Treasurer, the duties required and the necessity for a formal appointment
- That discussions should be undertaken with regard to potential candidates for these duties **- ACTION PM /MB**

**2021.8. Review of Terms of Reference and Constitution**

1. It was **noted** that revisions to the Terms of Reference and Constitution had been agreed at the 2020 AGM.
2. Two further areas firstly in paragraph4 and secondly the second sentence of paragraph 7 both of which the Committee had considered and recommended for adoption accordingly were **reviewed.** Following consideration it was **proposed** by Paul Hayward and **seconded** by Peter Cooke and unanimously **agreed** that the following should be included in the WPS Constitution and Terms of Reference and replace existing paragraphs as appropriate;

**Paragraph 4**

4.1 The AGM is a formal meeting held annually consisting of all WPS members to consider

- Minutes of the previous years AGM
- Annual reports of Officers / Committee members
- Accounts for the last financial year
- Election of WPS committee members as per the responsibilities in paragraph 7 of the TOR
- WPS annual programme
- Other items as appropriate

4.2 The AGM delegates to the WPS committee the responsibility to act on behalf of all members to fulfil the objectives of WPS in paragraph 2 of the Terms of Reference on a day to day basis and report as appropriate

4.3 Such actions as above would normally be taken by the WPS committee acting collectively and corporately and /or individual officers acting within their functions as determined in paragraph 7 of the TOR. Where because of time issues or other exigencies it may be necessary to take Chairman's action , then she/ he is authorised to take such action in discussion with any colleagues as appropriate and which should be reported to the committee at the next meeting.

**Paragraph 7 –second sentence**

The officers will be elected at the AGM, the terms of office for the Chairman and the other Officers and Committee members will normally be 3 years which may be extended in length of years, the commencing terms of which will preferably be in different years.

**2021.9. Creative Review of WPS programme 2021 /2022**

Details of the above review which had been circulated to all members were received. Following consideration, it was **proposed** by Marc Brimble and **seconded** by Peter Brown and unanimously **agreed** that the recommendations of the report should be adopted and implemented over the period 2021/2022 and 2022 /2023. **ACTION MB/DM**

**2021.10 WPS programme for 2021 / 2022**

Copies of the draft programme for 2021/2022 which had been circulated to all members were considered. It was **proposed** by Patrick Miles and **seconded** by Peter Brown and unanimously **agreed** that it should be adopted for implementation.

The potential implications, particularly with regard to the use of Pearl Yard and compliance with government policy re COVID 19 restrictions were **noted**; it was **agreed** that alternatively ZOOM based sessions would be used where this was practical and necessary **ACTION DM /MB**

**2021.11. Any other business**

Following discussions it was **agreed** that the Committee should consider the following at a date / time to be determined:

- Arrangements to ensure that the resumption of meetings at Pearl Yard should comply with governmental restrictions and / or the lifting thereof in relation to COVID19 in the light of policies following developments and changes to the present road map and particularly STEP 4 thereof .
- The use of ZOOM based sessions combined with face to face meetings at Pearl Yard for the session 2021/ 2022 **ACTION MB/ MD /DM**
- The relaxing of year based rules for submission of photographs for competitions.

**ACTION MB/ RP**