

Heptonstall Forward
Annual General Meeting Minutes
Wednesday May 14th 2014

Present: Jean Crowther, Liz Godfrey, Mary Livesey & Lyn Palmer.

1. **Apologies:** David & Susan Schofield.

2. **Election of Officers**

Chair: David & Susan Schofield.

Secretary: Mary Livesey.

Treasurer: Lyn Palmer.

3. **Verification/amendment to positions held within Heptonstall Forward**

Representative on Heptonstall Heritage Project: Liz Godfrey.

Events/Initiatives: **News Letter:** Production: Communications Voluntary Group.
Approval of Content: Liz Godfrey or Mary Livesey
Parish Council to confirm.

Bulb Planting: Lyn Palmer & Mary Livesey.

4. **Verification of Membership**

All members are willing to serve again.

5. **Minutes of the Annual General Meeting Thursday May 2nd 2013**

The Minutes were approved as a true record having been examined and signed at the meeting July 25th 2013.

7. **Agreement of Accounts**

Letter dated 09/04/2014 from auditor and a record of accounts 01/04/13 to 31/03/14 were distributed and discussed. A donation will be made to St Thomas's church for use of church for AGM.

John Scarborough was thanked for auditing the accounts and Lyn Palmer for her work as Treasurer.

8. **Community-led Plan Audit May 2013 to May 2014 (see Draft Audit CLP 2013)**

The audit of the Community led Plan was completed and targets for 2014/15 were identified. Details of the Review will be published and circulated.

9. **Dates & Venue of Future Heptonstall Forward Meetings**

Next meeting: Thursday August 21st St Thomas's (Lady Chapel)

Subsequent meetings 2014/15: Thursday November 20th 2014 & Thursday February 19th 2015 at HS&BC.

10. **Time & Date of next Annual General Meeting**

Annual General Meeting May 16th 2015 St Thomas's Church Heptonstall .

11. **Completion of 2011-2016 Community led Plan and future of Heptonstall Forward**

The AGM in 2015 will be the final Audit/ Target Setting meeting with regard to the 2011-16 Community led Plan. Thereafter the plan will be brought to a close. Heptonstall Forward, in conjunction with the Parish Council, will re-evaluate and assess the role of Heptonstall Forward and how it can best serve the community.

12. **Approval of Minutes of Heptonstall Forward meeting February 13th 2014**

Approved as a true and accurate record.

13. **Matters Arising and any imminent issues**

None