Minutes of the Annual General Meeting of
Bosavern Community Enterprises Ltd
Held at The WI Hall, St Just
7.00 pm Thursday 28th November 2019

Present:

Members: Rob Pickering (Society Secretary), Yvonne Bristow (Director), Chris Nelson (Director), Sue Townsend (Director), Hugh Taylor (BCE Head Grower), Sonja Fairfield, Dave Munday, Mark Watkins, Ailsa Johnson, Sue James, Keith James, Frances Rippon, Kevin Farquhar, Vicks Harrison, Kate Beckly, Sue Lewis, Ian Willsdon, Joan Richards

Non-members: Dilys Down (BCE Finance Officer), Shelley Nuth (Community & Volunteer Development Officer), Lyndsay Gale, Hannah Smith, Sophie Tolomio

18 BCE voting members present, so meeting quorate.

[1] Apologies for absence –

Alice Pynn, Hazel Evans (Willow), Jim Pope, Roger Bristow, Jackie Packer, Katies Hughes, Liz Allmark, Zoe Cocksedge, Charley Neeve, Debbie Risborough (CCAS)

Rob Pickering, as Meeting Chair, welcomed everyone to the meeting and reminded them that only members are entitled to vote on motions.

[2] Matters Arising & Approval of Minutes from AGM 2018

(a) Mark Watkins commented on the 2017-18 accounts:
"In 2017-18 the Farm made a trading loss of £7,856 which compares, on a like-for like accounting basis, with a profit of around £13,000 in 2016-17. In 2017-18 sales income increased but this was offset by an even larger increase in expenditure across the board.
The trend for bought-in goods to form a higher proportion of overall sales continues. In 2017-18 the ratio between sales of farm produce and bought-in goods was 52:48 compared with 60:40 in 2016-17."

(b) Mark Watkins wished the Minutes to record belated thanks for the various long serving directors on the previous Board including Jill Neville, Kate Beckley, Viv Pickin and Ian Willsdon.

(c) AGM 2018 Minutes approved, with amendments.

Proposed: Mark Watkins
Seconded: Ian Willsdon
Carried majority. SF abstained

[3] Reports on BCE activities

[a] Hugh Taylor (Chief Grower) gave a report on the year's growing activities.
The number of veg boxes ordered has increased from 26 per week in October last year to 46 in October this year. The highest value month's harvest to date was in August this year, a total of £5,900. We have more volunteers both residential and local and all the fields are now in use.
Full report attached.

(b) Sue Townsend (Director & Allotments Co-ordinator) gave a report on the Farm allotments.
The allotments were established this year with a grant of nearly £1,000 from the Cornwall Community Foundation and £250 from Sue James' Community Chest. Twenty one of the twenty-eight plots had been let at a fee of £50 per full plot and £30 per half plot. Volunteers from the Penwith Landscape Partnership had provided invaluable help in erecting the rabbit proof fencing.
Full report attached.

[c] Ian Willsdon gave an update on the Wheal Buzzy project. This is a project lead by the Cornwall AONB Office to support Cornish Bees by increasing the number of wild meadow areas.
Full report attached.

[e] Shelley Nuth (Community & Volunteer Development Officer)
The Farm now has an increased social media profile with a large number of community events throughout the year. Full report attached

(f) Yvonne Bristow (Director) gave a report on developments at the Farm over the past year.
The Farm Shop will be opening from 10 to 6 from the beginning of December and farm gate sales will cease. Income from sales in the shop and farmers markets have all increased this year.
Renovations and repairs, including the relocation of the office to the Hive and a new bunk room for Woofers have been carried out by the charity Rebuild South West with ongoing work to complete including repairing the cob. In Spring 2020, with funding from BUPA, we will be starting an 18 month long project to improve the welfare and mental health of people aged between 30 and 50 years old. This will be done through a series of workshops.
Full report attached.
FR: opinion that packets of bee-friendly flower seeds be sold at farmers' markets.
IW said he could produce more if given dedicated space
Action: Hugh Taylor/Ian Willesdon

(g) Dilys Down (BCE Finance Officer)
During the last year a total of £15,787 has been secured from various funders for projects at the Farm. The 'Have a Go' Project funded by BUPA with start next month and the Co-Op has just selected the Farm as one of their supporting charities.
Dilys thanked Julie Daybell for her voluntary help in the office. Full report attached.

[4] Motion to approve the annual Accounts 2018/19

(a) Mark Watkins drew attention to the following typos in the 2018-19 accounts.
"Page 5 – In the Section Financial review and results for the year. The 2018 deficit in unrestricted reserves was £7,856, not £7,586 as shown.

Page 13 – Primary Purpose Trading. Allotment unrestricted funds is shown as £790 but Allotment total funds is £4,790.
Page 15 – Support Costs. Total Support Costs is shown as £53,571 but the column only adds up to £43,571.
[Note post AGM: Allotments should be £790 and Page 15 correct figure is £43,571. These were typos and correct figures do not affect the totals in the accounts.]

He also asked why the Farmers Market fees and part of Groceries and Volunteer expenses had been classed as restricted?"
[Note post AGM: Funds from two grants, listed as restricted, where used against these costs.]

He made a further statement focusing on the unrestricted trading revenue:
"In 2018-19 the Farm made a trading profit of £5,375 which compares with a loss of £7,856 in 2017-18. In 2018-19 sales income increased by around £5,000 and expenditure decreased by around £8,000. Although unrestricted expenditure fell in 2018-19 overall expenditure was almost identical to 2017-18 with the slack being taken up by restricted expenditure. The trend for bought-in goods to form a higher proportion of overall sales has reversed. In 2018-19 the ratio between sales of farm produce and bought-in goods was 56:44 compared with 52:48 in 2017-18. Despite these improved results the Farm still has a deficit in unrestricted reserves which has now been the case for the last three years. To put this in perspective, if the Farm were a commercial limited company it would be reasonable to describe it as trading insolvently for that period."

It was proposed that the 2018-19 Accounts be accepted subject to Board confirmation with CCAS that these errors are corrected and that the final Income and Expenditure figures remain unaffected.

Proposed: Fran Rippon
Seconded: Dave Mundy
Carried by majority. SF abstained
Action: Board + Rob Pickering with Dilys Down

[5] Motion regarding allowing Unaudited 2019-20 Accounts

> The Directors put forward the following motion for consideration by the members present at the AGM:
> "As legally allowed within the Deregulation (Industrial and Provident Societies) Order 1996 and following the conditions set out in Section 25 of the Society's Rules we agree that the Society's Directors can collate and present unaudited accounts to the next Annual General Meeting of the Society and have an Accountants' Report, signed off by a Registered Auditor. "

Motion Proposed by: Hugh Taylor
Seconded by: Dave Munday
Carried by a majority. SF abstained.

[6] Appointment of Auditors/Independent examiner
Due to the typo errors noted in the presentation of this year's Accounts, the Directors were requested to consider whether to seek an alternative accountant or request a refund.

Motion Proposed by: Frances Rippon
Seconded by: Dave Mundy
Carried by majority. SF abstained

[7] Election of Directors

It was noted that Sue Townsend had been elected to the Management Board at the Extraordinary General Meeting held on 25 April 2019.

Chris Nelson, as the longest standing Director, stood down as required by BCE Rule 18.1.

Motion was put forward to elect Chris Nelson to the Bosavern Community Enterprises Ltd., Management Board

Proposer: Frances Rippon
Seconded: Kate Beckly
Carried Unanimously

Membership of Bosavern Community Enterprises Ltd Management Board is now: Yvonne Bristow, Chris Nelson and Sue Townsend

[8] Any Other Business

(a) Fran and Kate had spoken to many Woofers throughout the year and they were all very happy and enthusiastic about working at the farm which is reinforced by the return of many of them. Thanks, were expressed to Otta and Shelley in particular for all they do in creating a happy environment.
(b) Hugh wished to thank the many volunteers who give so much of their time to the Farm including Chris Ing Simmons who drives the van delivery veg boxes virtually every Friday of the year and those who work in the Farm Shop and help at the Farmers' Markets. Without these volunteers the farm could not continue. Dilys thanked Julie Daybell for her help in the office.
(c) Sonja Fairfield, Chair of Bosavern Community Farm Charity, invited the BCE Directors to attend the next BCFC meeting to be held on 5 February 2020. It was agreed that it would be helpful and constructive for both Boards to be fully aware of each other's activities.

[9] Date of AGM 2020
[a] It was suggested that holding an AGM in October next year rather than November might encourage more people to attend. It was agreed that the Directors will decide the exact date for the next AGM.

Meeting closed at 8.35pm