

MINUTES OF THE 83RD ANNUAL GENERAL MEETING OF THE PHOTOGRAPHIC SECTION, A SPECIAL INTEREST SECTION OF THE CAMPING & CARAVANNING CLUB HELD AT BRAILES VILLAGE HALL, CASTLE HILL LANE, UPPER BRAILES, BANBURY, OX15 5AS ON SATURDAY 25TH MAY 2019 AT 2.30pm.

1. Chairman's opening remarks

- a) Before the business of the meeting began the Chairman asked those present to stand and observe 1 minute's silence for members and friends lost since the 2018 AGM:
Bob Perry – Bob's wife was welcomed to the meeting
Jim and Monica Brooke – both very active in running the PG many years ago.
- b) The Chairman went on to welcome Mr Chris Chester (National Council Representative) to the AGM and introduce the Hon Treasurer (Mrs P Mitchell), Hon secretary (Mrs N Knott and himself (Mr J Hartill) to the membership present.
- c) **Achievements' summary:**
 - i) The Chairman began by thanking Mrs N Knott for taking on the role of Hon Secretary at the 2018 AGM and thanked her husband, Sam, for the support shown.
 - ii) He continued by detailing how he felt that the work of the sub-committee, set up to consider and recommend how the section might improve communication and involvement at Meets, was now beginning to show benefit, reporting that the first Meet of the year was well oversubscribed.
 - iii) Looking ahead, the Chairman felt that the next challenge was to try and distribute the Council workload more equitably, thereby establishing a good succession plan in the event of a Council member stepping down from post. He encouraged all members to consider how they may volunteer, emphasising that election to the Council was not a necessity.
 - iv) The Chairman concluded by stating that all reports for the AGM (1st January 2018 – 31st December 2018) had been available on the website, within the Photocamper and limited paper copies had been made available prior to the AGM, at the Meet.

2. Apologies for absence

The following apologies had been forwarded to the Hon secretary:

Fred and Jim Price, Rodney and Helen Smith, Peter and Jill Young, Dave and Sue Tawn, Heather and Gordon Clarke, Zoe Hartill, Ryan Ames and Ian Kendall.

3. Minutes of the last AGM held on Saturday 26th May 2018

These minutes had been previously published in Photocamper and on the PG website. Printed copies had been available from the Hon Secretary upon request and had also been made available at the Meet.

Proposer: Dr R Hitchcock Seconder: Mrs H Baxter

Approved by unanimous show of hands.

4. Annual report of the Photographic Section for 2018

- a) Revisions to the Photographic Group Constitution
 - i) The Chairman explained that the PG Section had received guidance from HQ, just prior to the March 2019 Council meeting, about the need to update its Constitution to allow for proxy voting at an AGM. It was clarified that proxy

voting would only be allowed against Notices of Motion. The Membership were informed that the appropriate wording had been added to the PG Constitution which had been published on the PG website. Members were invited to view a paper copy if they needed the amendment to be further explained.

- ii) In addition, after seeking guidance from HQ, the PG Council had updated the eligibility criteria for election to Council to read - *Any member who has voting rights in the Club shall be eligible for election to the Council either i) from the start of their third consecutive year of full membership as stated on their membership card, including one year's membership of the Section or ii) having successfully fulfilled a co-opted Council role as a Section member for a minimum of 12 months together with unanimous approval of the Section Council.* PG Constitution 5 (h)

Members were asked if there were any queries regarding these changes to the Constitution, none were forthcoming.

- b) The Chairman continued that the Photographic Group Report for inclusion within the Club Annual report had been previously made available. There were no suggested amendments.
- c) Finally, the members were made aware of a recent change from HQ relating to attendance requirements for Council meetings. The change states that failure to attend 75% (3 from 4 in our case) will be taken as relinquishing the post. This change will be included in the next update of the PG Constitution.

5. Accounts for the Photographic Section year ending 31st December 2018

By means of Photocamper, email and the website, members had previously been advised that copies of the accounts were available by SAE via the Hon Secretary. In addition, paper copies had been made available on the day.

Mrs P Mitchell (Hon treasurer) was thanked by the Chairman for her hard work in maintaining the financial stability of the Section, for positive management with respect to investment and for her prompt response to queries.

The members were asked if they had any queries. None were declared.

6. Auditor's report

The Chairman thanked Mr D Tawn for undertaking the role of auditor, for preparing this important and necessary report in detail and within the timescale set out by HQ. The Chairman reported that copies of the report are available on request and had been included as a paper copy on the day.

7. Adoption of accounts

A question came from the floor relating to the surplus held by the Section and querying the possibility of applying for preferential status with HMRC. Mr C Chester answered the query by explaining that although as a Section we may appear to have relatively small reserves, for tax reasons the Section is considered part of the whole C & CC organisation, therefore, minimum limits do not apply. The member was thanked for their query.

A further query was received relating to a reimbursement of membership fees from HQ. The member was thanked and advised that this would be evident in the 2019 accounts but that the Membership Secretary would offer further explanation during the Open meeting following the AGM.

The meeting agreed the adoption of the accounts and the Auditor's report.

Proposer: Mr G Forrester Seconded: Mr A Howland
Approved by unanimous show of hands

8. Reports: Appointed and Advisory Officers

The Chairman began by stating that all reports had been available via the website and some had been published in the Spring edition of Photocamper. Reports from both the Chairman and secretary were also included, although these were not required by the sample agenda in the Voluntary Officers Manual.

There was no report for PRO as this was a current and long-term vacancy.

Mrs W Price was thanked for the report as PC Editor and for her term in this role, during which there had been made a number of positive changes to the publication. The Chairman apologised that the report had not been made available sooner on the website but stated that paper copies were available on each seat at the meeting. Mrs J Smith was welcomed as the new Editor.

Mr D Sweet and Mrs D Sweet were thanked for their hard work put into proofreading the Photocamper.

Mrs G Smith, assisted by her husband Mr J Smith, was thanked for the hard work in taking on the role of Regalia. There was no report as this role had been taken over at a time when, coincidentally, the then supplier ceased trading. Mrs Smith has done a fantastic job in getting the supply up and running again with sales progressing well.

The role of Festival secretary has remained vacant for 3 years. Thanks were given to Mr G & Mrs H Clarke for stepping in to organise the 3 way battle. Due to ill-health, Mr & Mrs Clarke would now like to relinquish the role and they had sent an explanatory letter to be read out during the Open meeting. The Chairman expressed his sincere appreciation for their hard work.

Thanks were given to Mr A Howland as Sites-Coordinator. He continues to organise a series of successful meets in interesting and different locations with a full range of facility options; an often-difficult role but one always well done.

Mr K Hughes was thanked for his contribution of Meet Theme images which had proved to be a very popular initiative.

Dr R Hitchcock was thanked for her role in taking over responsibility for equipment logistics and liaising with Mr Howland.

Mr I Kendall was praised for organising the outstanding 2018 Exhibition, his first in the role as Exhibition secretary.

The Chairman continued by thanking all the current Council members – elected, co-opted and appointed who give up their time to make sure that the “wheels stay on the track”. He also thanked the membership for their willingness, support and commitment to the Group and especially to those that had assisted in some way during the year.

Finally, the Chairman expressed his thanks to Mrs V Hartill for her role as Membership Secretary, a time-consuming job based around co-ordinating fortnightly spreadsheets from HQ in order to produce the PC mailing list and member email listing whilst in addition, dealing with many associated member queries. Her diligent hard work has recently realised a considerable amount of additional income for the Section, details of which will be given in the open meeting.

The Chairman sought permission from the meeting to consider the reports for approval en-bloc.

- a) Appointed Officer to National Council
- b) Public Relations Officer (PRO) (position vacant 2018, no report)

- c) Sites Coordinator
- d) Webmaster and Social Media
- e) Editor of Photocamper
- f) Membership Secretary
- g) Regalia (no report)
- h) Section Forum
- i) Exhibition Secretary
- j) Festival Secretary (position vacant 2018, no report)

Proposer: Mr J Smith Seconder: Mr Cliff Carter

Approved by unanimous show of hands

9. Notice of appointments

- a) Treasurer

The Chairman was pleased to report that Mrs P Mitchell had been appointed, at the Exhibition Meet 2018, as Hon Treasurer for the period 1st January 2019 – 31st December 2019.

10. Elections to Photographic Group Council

The Chairman explained that the PG Constitution stipulates a maximum of 12 elected Council positions, each for a duration of 3 years. This year, none of the elected Council members were due for re-election. There were 4 co-opted Council members who due to the prior changes to eligibility outlined earlier, were both eligible and willing to stand.

Valid nomination forms had been received for the following:

Mrs N Knott

Mrs G Smith

Mr J Smith

Mr I Kendall

In addition, Mrs P Mitchell will be retiring from the appointed position of Hon Treasurer at the end of December 2019. She has expressed a wish to remain on the Council and as such have received a valid nomination form.

As no ballot was necessary, the Chairman invited the AGM to elect the above nominees en-bloc.

Proposer: Mrs C King Seconder: Mr N Gardner

Approved by unanimous show of hands.

At this point, the Chairman welcomed and introduced Mr D Callow who had expressed a firm interest in taking on the role of Hon Treasurer after Mrs Mitchell's retirement. The Chairman reiterated that the Hon Treasurer's role was appointed, not elected and explained to the meeting that it was his hope that Mr Callow would attend Council meetings as an Observer and in addition, be provided with training from HQ once eligibility checks had been addressed.

The meeting agreed that Mr Callow could attend Council meetings as an Observer.

Janice Simms was thanked for her assistance with taking on the responsibility of the storage of the stands and for coordinating their transport to Meets.

11. Appointment of Auditors

Mr D Tawn has kindly agreed to continue as Auditor.

Proposer: Mr P Dixon Seconder: Mrs G Smith

Approved by unanimous show of hands

12. Notice of Motion

None had been received

13. Date of the 2020 Annual General Meeting

Saturday 23rd May 2020

Venue: Stafford Boat Club (tbc)

14. Close of formal business

The Chairman closed the Annual general Meeting at 3.07pm and the Members' Forum followed.

Notes from the Members' Forum

1. The Hon Secretary offered a vote of thanks to the Chairman on behalf of the PG Council and those members present.
2. Mr K Hughes presented the Print Folio Certificates:
Circle 3 – Mrs C Whitehead
Circle 2 – Mrs P Mitchell
3. The Membership Secretary provided a detailed explanation of the events surrounding the membership discrepancy which had arisen due to the HQ incentivised membership offer. This was an on-going process but so far had resulted in an additional £210 and further £245 surplus paid back to the PG Section.
A member asked how many members the PG Section had, and the reply was 717 household members.
4. The Chairman explained that the 3-way battle at the Festival had been cancelled this year due to the ill health of the organisers. A letter was read out from Mr G Clarke further outlining issues surrounding the Festival.
As a result of a discussion considering this information and with respect to the future planning of the Festival, Dr R Hitchcock, Mr C Carter and Ms C Nicholls volunteered to act as organisers for the 2020 Festival.
Action: - Hon Secretary to write and advise Mr G and Mrs H Clarke to advise them.
5. **Section Forum** – The Chairman explained the role of the Section Forum, a biannual meeting of Special Interest groups. He explained that HQ had notified the groups that this would be dropped to 1 meeting per year, that he would have more information after the next National Council and that he would keep the Council and members informed.
6. A member queried the problems that they had with logging onto the C & CC website. Mr Chester explained that the current system only allowed one registered user's email address, that the system was in the process of being updated and asked that the member to contact HQ and register their second address for when this happened.
7. Information regarding a new competition for Meets was given to the meeting. The first trial would be at the next Meet at Hollesley and each entrant was asked to post up to 2 A4 prints in their unit window to allow for judging. The first theme was 'Water'.
8. A member suggested that there had been a mix-up with the criteria for the judging of the postcard section of the Festival meet. The Chairman answered that the requirements had been previously sent out via email and were clearly stated on the website. The meeting agreed that judging would take place with one colour ticket for prints and a different colour for postcards.