

PORTSEA MENS SHED

ANNUAL GENERAL MEETING – 4th April 2022 at 10:00.

Present: Andy Pottinger, Dave Weston, Angus Ross, Jim Steele, Nick Castle, John Worley, Frank Worley, Alan Turner, Mick Weyman, Bruce Clark, Gary Shipp, Chris Nicol.

1. Welcome: Andy Pottinger welcomed all to this the Sixth Annual General Meeting of the Portsea Shed (which we are obliged to hold as a CIO).

Apologies: Dave Duncan, Bob Kite.

2. Minutes of the previous AGM (14th April 2021) – ZOOM Meeting.

Andy reviewed the Minutes ...

Matters Arising: None. Last year's AGM Minutes were approved.

3. Chairman' Report: Andy's Report attached.

4. Treasurer's Report: Dave's Accounts attached.

Dave Weston reviewed the printed Accounts.

(Income and Expenditure – November 2020 to November 2021).

He told us that the Accounts were in good shape and the situation was encouraging.

Membership is growing.

We currently have £3919 in the Bank.

Looking ahead we have Expenses coming up: Insurance, Business Rates (10%). There has so far been no Invoice for Rent.

On the Income side there has been a welcome contribution from the Omicron Grant for £2600, we will shortly be invoicing the Cathedral for the work/materials on the refurbished Benches, £40 is expected from the Groundlings Theatre – and Subscriptions are due now.

Subscriptions: Proposed: £60 per person – in 1 or 2 tranches if necessary.

Subscriptions run from April to April.

Some discussion on the retention of a 'prudent reserve'. Generally thought to be about £2500 – or '1 years' expenditure'.

The Accounts are now ready for submission to the Charity Commission.

5. Fundraising

The Omicron Grant has been very welcome (got it because we are now (partial) Business Rate payers. We are still hoping that Tony Keen may be able to raise some 'year-end' funds at PCC. We have applied for CIL money from the local Councillors for purchase of a Lathe.

The pole-sharpening project is expected to raise up to £500 – probably in the form of purchase/replacement of machinery.

(Note: The Bench Sander failed immediately after the AGM while on pole-sharpening work).

6. Membership:

Current/Active Membership now 23.

Some discussion on the Welcome needed at the arrival of new/prospective Members. It was generally agreed that we should ensure new Members have a 'mentor' to explain the way things work – to avoid using someone else's Work-in-Progress/wood/tools/space/mug etc. and to show/train them on equipment with which they are unfamiliar.

7. Election of Officers:

It was generally agreed that we should retain basically the same team as last year:

Chairman: Andy Pottinger

Vice-Chairman: Jim Steele

Treasurer/Membership: Dave Weston

Secretary: Angus Ross

Fundraising: Jim Steele

SMSN: Steve Redrup

Re-elected en-bloc.

8. Election of Trustees

Trustees are elected for a period of five years after which they must retire - but can then be re-appointed. None of the present team have been in post as long as 5 years – but it was thought prudent to arrange some rotation.

Angus Ross and John Worley retired by rotation – and were then re-elected.

New Trustee team agreed:

Andy Pottinger

Jim Steele

Dave Weston

Angus Ross

John Worley

Charity Commission to be advised

9. Review of Management Structure

We have our elected Officers (as required by CIO status) – but maybe no real requirement for a Management Committee. The Committee was useful during COVID Lockdown and while the Shed was being built. The main decisions to be made are those concerning Expenditure. It was generally agreed that decisions re: Major Expenditure should be made by the whole group at Monday Morning Meetings. Havant Shed have a Management Committee with budget approval to spend up to £100 without further consultation. It was agreed that major expenditure should be formally proposed and presented to the Members – but that minor purchases could be made along the lines of Jim Steele's earlier scheme (consult one or more members of the Officer Team according to the cost involved). Treasurer (Dave Weston) tells us to use the Shed Card if possible – otherwise he will reimburse so long as he gets a Receipt.

10. Thanks were expressed to Andy for continuing as Chairman and to Dave for handling the Accounts.

Meeting closed at 1040 (followed by Brunch at The Ship Anson).

START OF NEW FINANCIAL YEAR 6/11/20
2021 ACCOUNTS PORTSEA MEN'S SHED CIO

Date	Description	Income		Expenditure		Bank position	Cash posn	Total
		Cash	Bank	Cash	Bank			
12/11/2020	UKMSA - ANNUAL MEMB					£ 10,761.13	£ 43.45	£ 10,804.58
20/11/2020	PRINTER INK - AP			£ 19.78	£ 24.00	£ 10,737.13	£ 43.45	£ 10,780.58
24/11/2020	O'BRIENS SOUTHSEA			£	£	£ 10,737.13	£ 23.67	£ 10,760.80
18/12/2020	O'BRIENS SOUTHSEA			£	£ 9.05	£ 10,728.08	£ 23.67	£ 10,751.75
18/01/2021	EDMUNDSON ELECTRICS			£	£ 9.95	£ 10,718.13	£ 23.67	£ 10,741.80
19/01/2021	SOUTHERN CO-OP			£	£ 476.66	£ 10,241.47	£ 23.67	£ 10,265.14
26/01/2021	SOUTHERN CO-OP			£	£ 4.00	£ 10,237.47	£ 23.67	£ 10,261.14
17/02/2021	APPLE ENVIRONMENTAL			£	£ 5.10	£ 10,232.37	£ 23.67	£ 10,256.04
17/02/2021	PLANNING NMA			£	£ 834.00	£ 9,398.37	£ 23.67	£ 9,422.04
19/02/2021	CRIPPS LOAN			£	£ 234.00	£ 9,164.37	£ 23.67	£ 9,188.04
02/03/2021	TIMPSONS (3 KEYS)			£	£ 6,330.00	£ 2,834.37	£ 23.67	£ 2,858.04
11/03/2021	O'BRIENS SOUTHSEA			£	£ 17.00	£ 2,817.37	£ 23.67	£ 2,841.04
08/04/2021	COVID Materials AMAZON			£	£ 5.50	£ 2,811.87	£ 23.67	£ 2,835.54
12/04/2021	SHED PAINT			£	£ 54.23	£ 2,757.64	£ 23.67	£ 2,781.31
16/04/2021	Clearbee			£	£ 395.97	£ 2,361.67	£ 23.67	£ 2,385.34
19/04/2021	SUBS WESTON	£	£ 60.00		£ 109.99	£ 2,251.68	£ 23.67	£ 2,275.35
19/04/2021	SUBS J WORLEY	£	£ 60.00			£ 2,311.68	£ 23.67	£ 2,335.35
19/04/2021	SUBS ROSS	£	£ 60.00			£ 2,371.68	£ 23.67	£ 2,395.35
19/04/2021	SUBS SPENCER	£	£ 60.00			£ 2,431.68	£ 23.67	£ 2,455.35
19/04/2021	SUBS NEWPORT	£	£ 60.00			£ 2,491.68	£ 23.67	£ 2,515.35
19/04/2021	SUBS REDRUP	£	£ 60.00			£ 2,551.68	£ 23.67	£ 2,575.35
19/04/2021	SUBS WHILD	£	£ 60.00			£ 2,611.68	£ 23.67	£ 2,635.35
19/04/2021	SUBS DUNCAN	£	£ 60.00			£ 2,671.68	£ 23.67	£ 2,695.35
19/04/2021	SUBS POTTINGER	£	£ 60.00			£ 2,731.68	£ 23.67	£ 2,755.35
20/04/2021	SUBS PORTER	£	£ 60.00			£ 2,791.68	£ 23.67	£ 2,815.35
20/04/2021	SUBS McDONALD	£	£ 60.00			£ 2,851.68	£ 23.67	£ 2,875.35
23/04/2021	SUBS CASTLE	£	£ 60.00			£ 2,911.68	£ 23.67	£ 2,935.35
25/04/2021	Wessex Insurance Services			£	£ 564.28	£ 2,971.68	£ 23.67	£ 2,995.35
30/04/2021	B&Q FLOORING			£	£ 234.00	£ 2,407.40	£ 23.67	£ 2,431.07
10/05/2021	Johnstones Decorating			£	£ 8.99	£ 2,173.40	£ 23.67	£ 2,197.07
11/05/2021	Fence Wood - WMC			£	£ 25.32	£ 2,164.41	£ 23.67	£ 2,188.08
11/05/2021	Fence Wood - WMC			£	£ 198.46	£ 2,139.09	£ 23.67	£ 2,162.76
17/05/2021	B and Q			£	£ 10.31	£ 1,940.63	£ 23.67	£ 1,964.30
01/06/2021	Plywood Covers			£	£ 58.79	£ 1,930.32	£ 23.67	£ 1,953.99
02/06/2021	Payment NC - Plywood			£	£ 58.79	£ 1,871.53	£ 23.67	£ 1,895.20
09/06/2021	Covers - Andy			£	£ 58.79	£ 1,812.74	£ 23.67	£ 1,836.41
10/06/2021	Payment WMC			£	£ 53.74	£ 1,812.74	£ 2.25	£ 1,810.49
10/06/2021	Agriculture Removals			£	£ 498.00	£ 1,759.00	£ 2.25	£ 1,756.75
14/06/2021	SUBS Bob Kite cash	£	£ 60.00			£ 1,261.00	£ 2.25	£ 1,258.75
14/06/2021	SUBS Farnk Worley Cheque	£	£ 60.00			£ 1,321.00	£ 2.25	£ 1,318.75
15/06/2021	Pay lime Steele - B & Q Legs			£	£ 35.04	£ 1,381.00	£ 2.25	£ 1,378.75
16/06/2021	WH Smiths	£	£ 6,330.00		£	£ 1,345.96	£ 2.25	£ 1,343.71
16/06/2021	Cripps Loan Returned				£ 7.99	£ 1,337.97	£ 2.25	£ 1,335.72
17/06/2021	Robert Dyas				£ 23.78	£ 1,314.19	£ 2.25	£ 1,311.94
18/06/2021	Cash AP	£	£ 20.00		£ 20.00	£ 1,294.19	£ 2.25	£ 1,291.94
19/06/2021	TIP CLANCY			£	£ 20.00	£ 1,274.19	£ 2.25	£ 1,271.94

18/06/2021	SOUTHERN CO-OP				£	7.60	£	7,616.59	-£	2.25	£	7,614.34
21/06/2021	B & Q x Hacksaaws				£	37.56	£	7,579.03	-£	2.25	£	7,576.78
21/06/2021	B & Q Legs				£	32.64	£	7,546.39	-£	2.25	£	7,544.14
22/06/2021	3C Portsmouth City AP Car Park				£	3.50	£	7,542.89	-£	2.25	£	7,540.64
24/06/2021	Angus Ross - Hardware				£	141.57	£	7,401.32	-£	2.25	£	7,399.07
30/06/2021	Aminster - Dust Extraction				£	1,197.64	£	6,203.68	-£	2.25	£	6,201.43
06/07/2021	Various Fixings - WMC				£	29.25	£	6,174.43	-£	2.25	£	6,172.18
06/07/2021	Flowers - Gunwharf - Jim				£	32.00	£	6,142.43	-£	2.25	£	6,140.18
06/07/2021	Timber - WMC				£	413.88	£	5,728.55	-£	2.25	£	5,726.30
07/07/2021	B & M Retail				£	10.50	£	5,718.05	-£	2.25	£	5,715.80
25/07/2021	Freeola Website - S Redrup				£	10.63	£	5,707.42	-£	2.25	£	5,705.17
27/07/2021	B & Q - Carpet Tiles				£	62.40	£	5,645.02	-£	2.25	£	5,642.77
28/07/2021	Linkster - Timber AR				£	46.20	£	5,598.82	-£	2.25	£	5,596.57
28/07/2021	Milton Glass - WMC				£	143.78	£	5,455.04	-£	2.25	£	5,452.79
04/08/2021	CASH --- PARKING TICKETS				£	10.00	£	5,445.04	-£	2.25	£	5,442.79
09/08/2021	WMC SUBS (Cash via DW)	£	60.00		£	2,119.68	£	5,505.04	-£	2.25	£	5,502.79
16/08/2021	Aminster - Dust Ex/Bench Saw				£	7.00	£	3,385.36	-£	2.25	£	3,383.11
18/08/2021	Robert Dyas				£	44.99	£	3,333.37	-£	2.25	£	3,331.12
20/08/2021	S Redrup Data SIM				£	273.97	£	3,059.40	-£	2.25	£	3,057.15
23/08/2021	Foam/Glue/Fabric - WMC				£	24.99	£	3,034.41	-£	2.25	£	3,032.16
23/08/2021	Drill Set - Oscar				£	170.00	£	2,864.41	-£	2.25	£	2,862.16
31/08/2021	Lunch - Duke of Buckingham				£		£	2,889.41	-£	2.25	£	2,887.16
02/09/2021	Donation				£	18.00	£	2,949.41	-£	2.25	£	2,947.16
02/09/2021	Alan - Subs				£	21.00	£	2,931.41	-£	2.25	£	2,929.16
13/09/2021	Southsea Inks - AR				£	8.49	£	3,001.92	-£	2.25	£	3,029.67
27/09/2021	Southsea Inks - AR				£	34.50	£	2,997.42	-£	2.25	£	2,995.17
27/09/2021	Equipment Sale - AR				£	810.00	£	2,187.42	-£	2.25	£	2,185.17
30/09/2021	Card Reader Cells - DW				£	166.44	£	2,020.98	-£	2.25	£	2,018.73
05/10/2021	Equipment Sale - AR				£	1.30	£	2,080.98	-£	2.25	£	2,078.73
05/10/2021	Flyers - DW				£	21.78	£	2,099.68	-£	2.25	£	2,097.43
11/10/2021	3 X Infra Red Heaters				£	2.25	£	2,097.90	-£	2.25	£	2,117.43
25/10/2021	Fence Timber & Fittings				£	2.25	£	2,095.65	-£	2.25	£	2,093.40
25/10/2021	Equipment Sale - AR				£		£	2,125.65	-£	0.00	£	2,125.65
26/10/2021	Equipment Sale - AR				£		£		-£	0.00	£	
28/10/2021	CO-OP Milk				£		£		-£	0.00	£	
01/11/2021	Equipment Sale - AR				£		£		-£	0.00	£	
04/11/2021	Heating Electric Install - AG				£		£		-£	0.00	£	
04/11/2021	Paid to AP - Cash owing				£		£		-£	0.00	£	
05/11/2021	Subs £ 10 x 3				£		£		-£	0.00	£	

Cash Inc	£	22.25	Card Inc	£	7,597.25	Cash exp	£	65.70	Card Exp	£	16,276.18
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exp/inc	£	8,635.48
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SIGN OFF


Andrew Pottinger
Chairman

David Weston
Treasurer