

Woburn Heritage Centre CIO
Minutes of the Annual General Meeting for the year ending December 2024
held on the 7 February 2025 at 1 Leighton Street, Woburn

Before the start of the AGM, the trustees expressed their congratulations to Gill Green on the
award of the Freedom of the Parish of Woburn

1. Apologies for absence: Simon James

Present: Ann Ledger (chairing and taking minutes), Gala Hunter-Brown, Gill Green, Jana Veyres, Jill Brace, Judith Smith

In attendance: Diana Kesterton, Helen O'Hara

2. Minutes of the AGM for the year ending December 2023 were approved, adopted and signed.

2.1 Matters arising – Gill confirmed the opening hours of the Heritage Centre included bank holiday Mondays as displayed on the notice board at the entrance.

3. Chairman's Annual Report for the year ending December 2024

3.1 Gill reported that 2024 had been a good year, visitor numbers were approximately 3,000, an increase over 2023, and almost reaching pre-Covid levels. Heritage Centre donations had increased and takings from WHC market stall continued steadily. No major repairs have been necessary, only routine maintenance has been carried out. The volunteers' rota fully covers the opening hours of the Heritage Centre. The Chairman's Annual Report was adopted.

4. Income and Expenditure Account for year ending December 2024

4.1 Income and Expenditure Account was tabled and adopted subject to an amendment – the inclusion of Reserves Savings Account - £6,000 plus interest of £147.61

5. Appointment of Independent Examiner for the Income and Expenditure Account for year ending December 2025

5.1 It was agreed that Mary Smith is appointed.

6. Resignation of Trustees

6.1 It was noted that Terry Thatcher, Debra Barker, Linda Thornett and Diana Kesterton have stood down as trustees as from 2024.

7. Appointment of new trustees

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7.1 The appointment of Judith Smith and Simon James was confirmed and the schedule of all trustee tenures was noted.

8. WHC Social Media Policy and GDPR Online Newsletter Policy were adopted

9. Any other business – there was none

10. Date of AGM for year ending December 2025 – Friday, 6 February 2026

Income & Expenditure Accounts
WOBURN HERITAGE CENTRE CIO
for the year ending 31 December 2024

INCOME

Visitors' donations at Heritage Centre	742.00
Sales at Heritage Centre	1634.00
Donation from Traders' Assoc.	250.00
Market stall and Fairs sales	1170.00
Open Gardens weekend	2336.00
Parish Council Grants	1380.00
Ann Ledger's guided walks	66.00
John Clarke's talk	230.00
Santander donation for gravel	150.00
Other donations	869.00
<u>Total Income</u>	8827.00


EXPENDITURE

Insurance	4354.25
Electricity	788.16
Maintenance	235.00
Pough repairs	375.00
Clock repair from 2023 VAT	32.00
Corinthian Stone roof maintenance	420.00
Gazebo	229.00
Website domain	68.38
MK History Assoc. subs	10.00
Woburn Electrical	684.00
<u>Total Expenditure</u>	7195.79

Credit 1631.21

Cash in bank at 31 December 2023 12946.76

Cash in bank at 31 December 2024 14577.97

Hon Treasurer 

Audited and found correct..... 