

# Minutes of the Annual General Meeting of Woburn Heritage Centre CIO

## 20 February 2026

1. Present: Simon James (chairing), Gill Green, Gala Hunter-Brown, Judith Smith, Jill Brace (minute taking)  
In attendance: Peter Cox, Craig Smith  
Apologies: Helen O'Hara
  2. The minutes of the AGM held on 7 February 2025 (covering the year ending December 2024) were approved for signing.
  3. Gill (outgoing chair) gave a report on the year ending December 2025.  
A good year with, like the previous year, just over 3000 visitors. Three volunteers have now finished, two have come on board, so there are now 12 but we still need more. £1875 was used to produce 500 copies of *The Woburn Story* book, of which close to 100 have been sold. Takings from the Open Gardens weekend in June were lower than usual because of the very hot weather on the Saturday. The SumUp card reader has been a great help both at the museum and markets. The Red Arrows evening with speaker John Green was a success financially but did not raise any interest in volunteering. The museum will reopen on Wednesday 1 April.
  4. Judith (treasurer) tabled the Receipts and Payments Account for the year ending December 2025. These had been audited and found correct by independent examiner Mary Smith. The balance of the current account at 31.12.2025 was £14,844.59, showing an increase of £266.62 from the previous year. The balance of the deposit account at 31.12.2025 was £6,288.57. Judith was thanked for her work on the accounts.
  5. Mary Smith is not continuing as a volunteer at the museum but is still willing to examine the accounts. She was appointed as independent examiner for the 2026 accounts.
  6. Ann Ledger and Jana Veyres resigned from the trustees, effective 31.12.2025, and were thanked for their years of service at an afternoon tea gathering at 1 Leighton Street on 7 December. Ann's enthusiasm and sterling work since joining the trustees in 2014 were much appreciated, firstly in her work with schools, then more recently as chair and minute taker of meetings. She will be continuing as a volunteer at the museum.
  7. Elections for the following positions were unanimous:
    - a) Reappointment of Jill Brace as trustee for a second term
    - b) Appointment of Simon James as chair of trustees
    - c) Appointment of Gill Green as honorary president
    - d) Election of two new trustees, Craig Smith and Peter Cox
- Gill drew attention to her being in her last year as trustee, ending December 2026, according to point 12.3 of our constitution.
8. It was agreed to adopt the Reserves Policy which was reviewed at the November 2025 meeting. No change was made at that time to the £6000 minimum reserves figure.
  9. The date of the next AGM was agreed for Friday 12 February 2027.

## INCOME AND EXPENDITURE ACCOUNTS

## WOBURN HERITAGE CENTRE

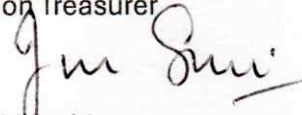
For year ending 31<sup>st</sup> December 2025**INCOME**

Donations	£ 743.10
Market	£2,594.00
Sumup	£2,187.74
Sales	£ 418.00
Other sales	£ 160.00
Red Arrows	£ 229.00
Ann Talk	£ 55.00
Parish Council grant	£1,000.00
Book signing	£ 164.00
Open gardens	£1277.00
Toy sales	£ 126.00
<b>TOTAL INCOME</b>	<b>£8,953.84</b>

**EXPENDITURE**

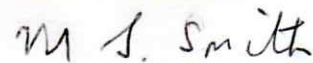
Gas	£580.23
Flag stand	£ 65.75
Keycraft	£ 72.05
Maintenance	£ 170.00
MK History	£ 10.00
Website	£ 59.99
Gifts	£ 77.66
Card reader	£ 147.60
Key craft globe	£ 119.81
David Bloomfield	£1875.00
Council refund	£ 500.00
Insurance	£4935.29
Magic Flute	£ 73.84
<b>TOTAL EXPENDITURE</b>	<b>£ 8687.22</b>
<b>BALANCE AS AT 31/12/24</b>	<b>£14577.97</b>
<b>BALANCE AS AT 31/12/25</b>	<b>£14844.59</b>
<b>DEPOSIT ACCOUNT 31/12/25</b>	<b>£ 6288.57</b>

Hon Treasurer



J M Smith

Audited and found correct



M J Smith