

# **SHEET ASSOCIATION AND COMMUNITY TRUST**

## **AGM MINUTES 2019**

Held on Friday 14<sup>th</sup> June 2019. There was a short social gathering prior to the meeting. Attendance was 10.

**ITEM 1.** The Minutes for the 2018 AGM were approved.

Proposed: John Trewby

Seconded: Jayne Flatt

The main matter arising from the minutes was the change of legal entity of the SVCT from a ‘Company, limited by guarantee’, to a ‘Foundation Charitable Incorporated Organisation CIO’. This is included as Item 7 of this meeting. The updated Terms of Reference of the SA and SVCT are now on the website.

### **ITEM 2. CHAIRMAN'S REPORT**

This year the Sheet Association Committee met five times (18 May, 27 July, 3 October, 21 November and 27<sup>th</sup> March). The Sheet Village Community Trust Trustees met separately on 25<sup>th</sup> Feb to approve the new CIO Constitution.

At the time of last year’s AGM, the Street Party working group, were in final preparations for the 1 July; the first street party held since the village re- established a Parish Council. A tremendous amount of work went into the organisation and staging of the event, by a small and dedicated team. The the initial SA meetings were to finalise the outcomes of finances and administration, and to capture the lessons learned, for the planning of future functions, from what was a very successful and well-attended event.

The following conclusions were drawn by the organisers:

- Establish a committee of enthusiasts.

- Start planning early

- Delegate responsibilities and use committee meetings to monitor progress.

- Start the event at 2pm rather than 1pm.

- Not have commercial stalls.

- No bric a brac and book stalls.

- Have more participative stalls – challenges, draws, activities etc.

- Put games, draws etc together at the centre of the action.

Have a meeting with the Scouts beforehand to explain what help we need, rather than relaying info via a leader.

Consult the Art group about the exhibition. Any ideas about attracting more interest?

Have more prominent signage to encourage people to go into the garden etc.

Review positioning of musicians in relation to seating.

Explore other type of music ( not rock)

The Street Party was held in perfect summer weather It was greatly enhanced, as and the gardens of Sheet House were, very generously, opened for the preparations and the day. It opened immediately after the St Mary's open air service and Barbeque on the Village Green, the party was therefore immediately populated and it got off to a flying start. After, grants and debts were repaid, the village raised £ 980, which was presented to the Rosemary Foundation.

The intention is to hold a Village Fete/Party, along similar lines every other year. This time, a formal working group of SA will be formed, including a function treasurer, with a sub-account of the Community Trust. Our thoughts are already turning to choosing a day in 2020 and a theme is being discussed. However it cannot happen without villagers stepping forward to be involved the planning and execution.

### **ITEM 3.TREASURER'S REPORT**

During the year a Corporation Tax return was required by HMRC, which was completed, showing a nil return. No returns are required to Companies House, now that the Trust is a CIO. The last report and account was this year and it is at Annexe A.

### **ITEM4. SHEET NEWS EDITOR'S REPORT**

Vaughan Clarke continues as editor of the Sheet News, which is still compiled by hand and is distributed to all houses by a large team of volunteers.

He has agreed to produce a compendium of editions covering the 30 years since it started, which will be published by the SA.

### **ITEM 5. WEB SITE AND COMMUNICATIONS**

The sheet village website was established before the Sheet Parish Council website at a time when there was no regular record of what was happening in the village, and Parish Council matters were not

regularly reported.

Since then the new Parish Council website covers all parish matters dealt with by the councilors. The Agendas for the monthly Parish Council meetings and the Minutes are posted regularly.

The sheet village website continues to act as a source of social archive, current information and future events, including the Film Club, events at Sheet School and the Church and Sheet WI meetings. The website also occasionally draws attention to Parish Council matters.

Monthly Reminders of the website updates are sent by email to around 90 people, who have given their email addresses. If you're not already receiving these updates and would like to, you can leave your email address here tonight.

If you have suggestions for additional content to the website please let us know. (You can do this at any time via the Contact Us page on the website)

(An update of Village Hall activities is in hand)

## **ITEM 6. SHEET FILM CLUB REPORT**

We have had another successful year, with 10 films, old and new, from around the world, ranging from the cult film 'Withnail and I' made in 1987 to 'Hidden Figures' made in 2016.

We have a good working relationship with The Queens Head staff who provide food to order on film nights. Steak sandwiches are always very popular.

The bar is well supported and along with the food contributes hugely to the sociable atmosphere of film nights.

It is a successful community activity as well as a chance for people to see films they have missed or want to see again. We also have a flourishing film library of around 100 titles, which any member can borrow for free.

Our biggest audience was 77 for Withnail and I - when we used almost all the comfy new chairs purchased by the Parish Council. Average attendance has so far been 52 compared with 45 for the 2017-18 season.

In January 2019, a small group of committee members led by Frank Jennings organised a film quiz, in aid of the Rosemary Foundation, which raised £836.

The members of the committee will also be helping with the organisation and running of a film festival at the beginning of September. This will include the opportunity for anyone in Sheet to make a short film or take a photograph on the theme of 'The holidays'.

My thanks, as chairman of the club, go to all the committee members for all they do to create the special atmosphere of our film nights, from obtaining the films and licences, producing and displaying posters, liaising with the local paper, putting out the chairs, running the films, theming the decor, stocking and running the bar, taking food orders, doing the washing up and tidying up after the audience has gone home happy to managing the club's WebCollect Pages and finances.

We are trying to encourage people to book on line using the Sheet Films page of WebCollect as this makes the front office queues less likely.

We are now beginning the process of choosing the programme for next year and look forward to another successful year.

Jayne Flatt, Chairman of Sheet Film Club

#### **ITEM 7. THE NEW SHEET VILLAGE CHARITABLE TRUST (CIO)**

The SCVT was incorporated as a company limited by guarantee on 26 March 2012 and registered as a charity with the Charity Commission on 13 June 2012. It successfully converted to a Charitable Incorporated Organisation (CIO) on 9<sup>th</sup> April 2019.

The SVCT, as a Foundation CIO, retains the same objects and powers. It continues to underpin the Sheet Association, for the benefit of the residents of Sheet, as detailed in the Terms of Reference of the Sheet Association (Revised 2019)

#### **ITEM 8. ROAD SAFETY UPDATE**

The parking and pedestrian safety aspects in School Lane are being resolved by the Parish Council and work is planned to improve pedestrian access to the school, at the junction with the Farnham Road. However there are still outstanding concerns about the speed of traffic in Pulens Lane and on the London Road. Also in preventing dangerous access and consequent damage to property from vehicles

wider than 6ft 6ins at both ends of Village Street. The Parish Council has appointed Cllrs Gail Martin, Robin Forest and Tony Clear, to find solutions to these problems. Better signage, road narrowing and speed monitoring are being considered, but the lack of available County Council funding reflects the low perceived risk of a fatal accident in Sheet. Those living near the London Road know that there are many collisions, which are not attended by the police and which therefore go unreported; mercifully there have been no fatalities so far, We have to help to find a way forward. The London Road is busy, noisy and intimidating. Large vehicles are permitted to enter and leave the village at 50 mph and do so, running through pedestrian crossing places and junctions at 40 mph and accelerating up Adhurst Hill. Sheet must be the fastest village on the whole length of the A272.

#### **ITEM 9. FUTURE EVENTS.**

The Film Festival will take place in conjunction with a party at the QH around 7 September. Grants have been made by Nick Drew, our District Councillor and Russell Oppenheimer, our County Councillor. The annual St Mary's church service and BBQ, will be held under the tree on the village green on 19 July.

If there is a Village Fete/ Party in 2020, the theme might be Olympic Games and the date must be coordinated with the School fete and the annual St Mary's church service on the green.

#### **ITEM 10. RE-ELECTION OF THE WORKING COMMITTEE FOR 2019/20.**

This year your committee has met 3 times to coordinate activities, but most of the work is done outside the 'committee'; so it is really a working group consisting of those currently involved in SA projects. We therefore re-elect the same group this year to continue the activity. Any resident of Sheet can attend our meetings, contribute and subsequently join the committee.

Chairman;	Andrew Platt (trustee)
Treasurer:	John Trewby (trustee)
Secretary:	Vacant
Editor Sheet News:	Vaughan Clarke (trustee)
Web Site:	Lesley Hall
Film Club:	Jayne Flatt
Press Liaison:	Lucy Pringle
Road Safety:	Scott Gibbons(trustee)

Community Trust Secretary: Sue McBean

Ex Officio:

Church	Rev Richard Saunders
Parish Council	A Councillor
Sheet School (FOSS)	Representative

Proposed:	Owen Jonathan
Seconded:	Rev Richard Saunders

**The next meeting is at 7pm in the meeting room of the Village Hall on Wednesday 27 November 19. Please put it in your diary.**

### **ITEM 11. ELECTION OF TRUSTEES**

There are currently 5 Trustees Andrew Platt, John Trewby, Vaughan Clarke, Scott Gibbons and Owen Jonathan. Every year, 2 of the longest serving trustees have to retire from office. They can offer themselves for re-election. This year Vaughan Clarke and Scott Gibbons are standing down and offer themselves for re-election

Proposed: Andrew Platt  
Seconded: Jayne Flatt

They were re-elected by the meeting.

(Any resident of Sheet, who is qualified and prepared to undertake the legal duties, can apply to be a Trustee, but there have been no other applicants at this stage for election).

### **ITEM 12. AOB.**

Vaughan Clarke reported that the 'residents only' notices in Tanners' Reach are not official and are not considered appropriate. This is being discussed by the Parish Council.

Fruit trees are to be planted in a small area of the Millennium Meadow as a community orchard. The SVCT might consider making a grant towards this project.

A notice is to be placed on the seat by the green, about our tree.

**Annexe A**

**SHEET VILLAGE COMMUNITY TRUST**

**(Company registration no: 08006191. Charity registration no:  
1147676)**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019**

**SHEET VILLAGE COMMUNITY TRUST**  
**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019**

**INFORMATION AND TRUSTEES' REPORT**

History

The Trust was incorporated as a company limited by guarantee on 26 March 2012 and registered as a charity with the Charity Commission on 13 June 2012. It successfully converted to a Charitable Incorporated Organisation (CIO) on 9<sup>th</sup> April 2019.

Trustees

Mr V R Clarke  
Mr R S Gibbons  
Mr O R Jonathan  
Colonel A G Platt  
Rear Admiral J A Trewby CB

Objects

The Charity's objects are specifically restricted to such of the following as are wholly charitable and for the public benefit:-

- the conservation of the environment in and around the village of Sheet in Hampshire ("the beneficial area");
- the provision and enhancement of public amenities in the beneficial area;
- the advancement of the education of the public about the conservation and protection of the environment within the beneficial area; and
- the acquisition of equipment and of land with or without buildings within or in the immediate vicinity of the beneficial area for the purposes of public amenity recreation and enjoyment.

Trustees' report for the year

This year the Sheet Association Committee met five times (18 May, 27 July, 3 October, 21 November and 27<sup>th</sup> March). The Sheet Village Community Trust Trustees met separately on 25<sup>th</sup> Feb to approve the new CIO Constitution.. The majority of activities have centred around the publishing and distribution of Sheet News in September and March. Grants have been received from the Sheet Parish Council and East Hants District Council. The Village Party held on 1<sup>st</sup> July was deemed a success. Although the SVCT only made £100 from the event, a major grant of £900 was made to the Rosemary Foundation, a local charity caring for the terminally ill. So far no village assets have been transferred to the Trust but it remains a facility to safeguard village assets in future against any potential change in council governance. At the AGM two Trustees ( ) stood down and were re-elected.

Public benefit

The Trustees have had regard to the guidance of the Charity Commission with regard to public benefit and are satisfied that throughout the year under review the Trust fulfilled the requirement to operate solely in the interests of the public and for its benefit.

J A Trewby (Treasurer)  
14th June 2019

R. Dark (Inspector)  
14th June 2019

**SHEET VILLAGE COMMUNITY TRUST**

**(Company registration no: 08006191. Charity registration no: 1147676)**

**Balance Sheet at 31 March 2019**

	<u>2019</u> £	<u>2018</u> £
<u>Fixed Assets</u>	0	0
<u>Current Assets</u>		
Cash at bank	<u>1791</u>	<u>2337</u>
	1791	2337
<u>Creditors/(Debtors)</u>		
Net current assets	<u>1791</u>	<u>2337</u>
Net assets	<u>1791</u>	<u>2337</u>
<u>The Company's Funds</u>		
Total amount of funds	<u>1791</u>	<u>2337</u>

**SHEET VILLAGE COMMUNITY TRUST**

**Statement of receipts and payments for the year ended 31 March 2019**

<u>2018</u>	<u>2019</u>	
	£	£
<u>Receipts</u>		
Advertisers in <i>Sheet News</i>	1260	1145
Grants:-		
Sheet Parish Council	500	
500		
East Hampshire District Council	600	0
Hampshire County Council	<u>0</u>	<u>600</u>
	1100	
1100		
Donations		
Net Receipts Petersfield Victoria Day	50	50
	71	
Church Contribution to Village Party	0	
200		100
Net Profit from Sheet Party		
Total receipts	<u>2581</u>	
<u>2495</u>		
Less		
<u>Payments</u>		
Printing <i>Sheet News</i>	2160	2160
Administration costs	108	68
Insurance premium	459	
445		
Refreshments for AGM	45	65
Grant to Sheet Church 150	0	200
Various Purchases (Banner, Gazebo, Cable)	325	0
Petersfield Museum purchase of brick	30	0
Total payments	<u>3127</u>	<u>2938</u>
Surplus/(deficit)	<u>(546)</u>	<u>(443)</u>

Statement of affairs as at 31 March 2019

Balance brought forward	£2337
Deficit during the year	<u>546</u>
Total funds at 31 March 2019 (held at bank)	<u>£1791</u>

