

## The Kew Society

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### Meeting Notes of the Annual General Meeting

Date: Wednesday 25th October 2017

Time: 18.45 – 20.00

Venue: The National Archives, Kew TW9 4HF

#### Attendees from the current Executive Committee

Caroline Brock	(Chair/Planning)
Michael Adams	(Hon. Treasurer)
Claire Bethel	(Co-opted Hon. Secretary)
Christopher Cannon	(Co-opted Planning)
Avril Dalglish	(Environment)
Nora Dennehy	(Co-opted Press and PR)
Mary Done	(Hon. Secretary/Events/Environment)
Alice Shackleton	(Co-opted Planning)
Martin Taylor	(Planning)

#### Meeting notes recorded by

Claire Bethel (Co-opted Hon. Secretary)

#### Apologies noted from

Patrons: Nick Baird,

Councillors, Monica Horner (Kew Ward), Councillor Stephen Speak (North Richmond Ward) who was invited as guest but were unable to attend.

Zac Goldsmith MP, invited as a guest but unable to attend

Members: Alison Arnold, Sue and Paul Cole, Clarissa Fletcher, Diana Ford,, Nick and Diana Hutchings, David O'Reilly, John Oxley (Planning Trustee), Greg Simoes, Uta Thompson,

	<p><u>Introduction</u></p> <ul style="list-style-type: none"><li>• The Chair, Caroline Brock, welcomed all to the AGM, including guests – Councillor Meena Bond and Councillor David Linnette - and thanked Paul Davies, National Archives Operations Director, and his team for providing the venue. Paul Davies welcomed the Society to the National Archives and thanked members for their support for the recent Open House weekend.</li><li>• The Chair explained that the first part of the AGM and the report circulated were for the unincorporated Society; the second part of the meeting would then include the appointment of trustees and officers for the Charitable Incorporated Organisation (CIO) and agenda items for the CIO, but this would all be made clear as the meeting progressed.</li></ul>
1.	<p><u>To accept the Minutes of the Annual General Meeting held on 10<sup>th</sup> October 2016</u></p> <ul style="list-style-type: none"><li>• These were accepted as an accurate record (subject to amendment of small typographical errors).</li></ul>
2.	<p><u>To receive the Annual Report of the Trustees.</u></p>

- Presenting the report of the Executive Committee, the Chair referred to the work that has been undertaken over the last year and thanked Kew Society members and her Committee colleagues for their contributions. She highlighted some of the issues addressed over the year, more fully described in the written report.

#### Objectives and Approach of The Kew Society

- The Chair summarised the objectives of the Society, which were set out in the documentation for the meeting – the key aim is to preserve and enhance the Kew area.

#### Planning

- The Chair summarised some of the work undertaken by the Planning sub-committee during the previous year – many planning applications in the area, covered by the Kew Village Plan, are looked at, as well as developments in adjacent areas, notably in Hounslow, affecting Kew.
- The Chair gave examples of applications where issues had been raised and documents responded to, including commenting on the draft Local Plan, particularly with a view to strengthening the policy on basements. The Kew Society was also represented on the Old Deer Park Group by Avril Dalglish, and had commented on the draft Supplementary Planning Document on the Old Deer Park within the Richmond Village Plan.
- Several applications in Sandycombe Road, proposals for additional telephone kiosks and the proposal for a 35 storey building at Chiswick Curve had also been scrutinised and objections raised; one example of the sub-committee's concerns was in response to the development at the restaurant, Antipodea, which had proceeded without planning permission.
- The Kew Society had submitted a proposal for funding from the Village Planning Fund. The Council is currently consulting on possible bids, including the one from the Kew Society for a new noticeboard in the village and a bid for furniture for the new GP surgery in Emerald Gardens, both of which members are encouraged to vote for. The results of the vote are not binding but will be taken into account as a measure of the degree of local support. Those bids not successful in this first round of Village Planning funding could be resubmitted in the next round.
- Thanks were extended to Caroline Brock, Christopher Cannon, John Oxley, Alice Shackleton and Martin Taylor for all their hard work on planning issues led by Martin.

#### Events

- The Kew Society has progressed from organising around four events a year to more like four or so a month.
- The Chair described the objectives of the events organised and touched on some of the excellent and wide-ranging events that have been organised this year for which there had been considerable support and strong attendance.
- Thanks were extended to Mary Done, Sue May and Jane Hogan for their work overseeing events.

#### Environment

- The Environment sub-committee aims to help members appreciate leafy, watery Kew and to protect and improve the environment.
- Specific work this year has included further work on the campaign opposing the expansion of Heathrow, commenting on the impact on noise, air pollution and the planned re-designed flight paths.
- Work has also continued to press for removal of the graffiti and improve security along the rail track since Network Rail had not met the commitments they had made to do so.

Richmond Council agreed to clean up the graffiti and decide on responsibility for costs at a later stage. Unfortunately, the graffiti has now reappeared and further action is being pursued.

- The Council approached the Kew Society to discuss improving way finding from Kew Gardens Station to the Botanic Gardens and how both pavement redesign, improved signage and maps could help. Members of the public complain frequently about the lack of directions. A public consultation on pavement redesign was expected shortly.
- A small sub-group had worked with the Kew Residents Association to work up suggestions about coach parking on Kew Road and have submitted a proposal to Richmond Council and the Royal Botanic Gardens. A meeting to discuss the possible solutions identified would be held shortly.
- Thanks were extended to Caroline Brock, Mary Done, Avril Dalglish, David Greggains, Roger Mason, Martin Taylor and Peter Willan for their work on the local environment.

#### Projects

- The replanting of the open areas of the platforms in Kew Gardens Station had taken place in November, comprising 1500 bulbs and 11 tons of gravel, soil, compost and bark, as a result of a collaboration between the Kew Society and Transport for London, the Royal Botanic Gardens, Richmond Council and Energy Garden. The planting of this and the garden in North Road (referred to as High Park Corner) and the bench/planter outside the Kew Greenhouse Cafe were now being maintained by Kew Society volunteers, with support from Energy Garden at the station.
- The Chair was delighted that the planting had won the Richmond Council's Best Village in Bloom award, winning a Silver Gilt award; she showed attendees the Schooling Cup which will be retained for one year and the certificate and asked for ideas as to where the cup could be displayed securely. She expressed an ambition that the Kew Society would be able to take a Gold award next year, though the cup cannot be won by the same Village in consecutive years.
- The Chair expressed thanks to all those who collaborated in the project and to the Kew Society volunteers. Jenny Tonge expressed a vote of thanks on behalf of herself and the Kew Society for the work that had been done which has enhanced the appearance of the station considerably and brought her and others a great deal of pleasure already.

#### Press, PR and Marketing

- Nora Dennehy has helped to raise the profile of the Society through the press and through social media. As a result, opportunities had been taken to raise the profile of the Society including the press launch for the station planting, and increased use of the website as a key communication tool, as well as Twitter, Facebook and the quarterly newsletter. Nicholas Armour was standing down as editor of the newsletter and would be replaced by Claire Bethel.
- Local events including the Kew Fete, Kew Horticultural Show and the Kew Village Market have also provided opportunities to showcase the contribution made by the Society.
- Thanks were extended to Mike Adams, Nicholas Armour, Claire Bethel, Caroline Brock, Nora Dennehy, Paul Firby, Michael Fletcher, Nick Hutchings, Sue May and many other Trustees and helpers. The Chair particularly mentioned the contribution of Daphne and John Turner who had transformed the High Park Corner garden.

	<p><b>Governance</b></p> <ul style="list-style-type: none"> <li>• The Society has successfully registered as a Charitable Incorporated Organisation (CIO) this year.</li> <li>• Risk assessments had been undertaken as a result of the Society participating in more active events, such as the gardening at the station.</li> <li>• The Chair thanked Mike Adams for his work on establishing the CIO with input from Avril Dalglish, Sir David Durie and Donna McDonald and to Caroline Brock and John Oxley for the risk assessment work.</li> </ul> <p><b>Conclusion</b></p> <ul style="list-style-type: none"> <li>• The Chair thanked all the Kew Society Trustees, and helpers, as well as our Patrons.</li> <li>• The Chair invited questions from the floor and a number were raised and replied to by the Chair. Councillor Meena Bond suggested that small businesses may wish to support the Society in exchange for a small discount for members – Mike Adams responded that this might jeopardise the Gift Aid entitlement but was being looked at as a possibility. Councillor Bond also said that there would be an opportunity for members to raise questions with Council members on 30<sup>th</sup> November. The Chair confirmed that this event had been drawn to the attention of members and encouraged all to attend as it offered an excellent opportunity for constructive engagement with Richmond Council.</li> </ul>
<p>3.</p>	<p><u>To receive the Annual Statement of Accounts</u></p> <ul style="list-style-type: none"> <li>• The Treasurer, Mike Adams, presented the accounts for the year ending 31<sup>st</sup> July 2017. He added his personal thanks to those who had helped to redraft the Society’s constitution and to the Chair for her painstaking proofreading of the documents for the new CIO. Following the Extraordinary General Meeting that had been held on 22<sup>nd</sup> March to agree the registration as a CIO, the Treasurer had applied to the Charity Commission and received a positive response a few days later. Mike was grateful to Barclays Bank for managing the transition to the new organisation seamlessly.</li> <li>• Mike went through the accounts and summarised the key points. He said that the Society had done well with Gift Aid – nearly all the subscriptions qualified which increases the income available by 25% which had already been received from HMRC.</li> <li>• Self-funded events had also proved successful. A large profit had been made for the Melvyn Bragg talk last November which had, at his request, been donated to the Richmond Museum.</li> <li>• Thanks were extended to Geoffrey Turner, Independent Examiner for the Accounts.</li> <li>• Members were given the opportunity to raise questions and seek clarification. In response to members’ questions, Mike explained that the accounts were for the old association and that the new association had started on 1<sup>st</sup> August. The Society currently has more than 700 members, approximately 440 households.</li> <li>• The Accounts were proposed by Michael Fletcher, seconded by Peter Tompkins and approved by all.</li> </ul>
<p>4.</p>	<p><u>Election of Trustees of the Unincorporated Association</u></p> <ul style="list-style-type: none"> <li>• Martin Taylor stood down as trustee of the Unincorporated Association since it was necessary to have a turnover of one third of trustees annually. Mary Done had completed her maximum 6 year term of office and was therefore standing down as a trustee. Claire Bethel was standing as a new trustee, proposed by the Executive Committee and seconded by Sue May. Her appointment was approved with no dissents.</li> </ul>

<p>5.</p>	<p><u>Election of Officers of the Unincorporated Association</u></p> <ul style="list-style-type: none"> <li>The Executive Committee had proposed Caroline Brock as Chair, Michael Adams as Honorary Treasurer and Claire Bethel as Honorary Secretary, all of which were seconded by Sue May and approved by all.</li> </ul>
<p>6.</p>	<p><u>Election of Trustees of the Charitable Incorporated Organisation</u></p> <ul style="list-style-type: none"> <li>Martin Taylor and Mary Done stood down. Claire Bethel, Nora Dennehy, Alice Shackleton and Martin Taylor were proposed for election by the existing Trustees, seconded by Sue May, and approved by all.</li> </ul>
<p>7.</p>	<p><u>Election of Officers of the Charitable Incorporated Organisation</u></p> <ul style="list-style-type: none"> <li>The existing Trustees proposed the following as Officers of the CIO: Caroline Brock as Chair, Michael Adams as Honorary Treasurer and Claire Bethel as Honorary Secretary. The post of Vice-Chair remained vacant. These were seconded by Paul Bethel and approved unanimously.</li> <li>Peter Tomkins asked about the role of Vice-Chair as this was still vacant. The Chair confirmed that there would now be 8 instead of 6 trustees and that, five more new people were being co-opted to the Executive Committee with a view to standing as trustees for next year. She was consequently hopeful of being able to find a Vice-Chair before the next AGM when it would be necessary for her to stand down as she will have been in post for the maximum term permissible. Over the coming year, with an expanding Committee, it would be possible to make the role of Chair more manageable by delegating more and focusing on the role of Chair in an expanding organisation – chairing meetings and setting the direction and tone of the Society.</li> </ul>
<p>8.</p>	<p><u>Appointment of Mr G. L. Turner as Independent Examiner for Statement of financial activities for the year to July 31st, 2018</u></p> <p>Mr Turner’s appointment was proposed by Caroline Brock, seconded by Janet Clark and approved.</p>
<p>9.</p>	<p>Any Other Business</p> <ul style="list-style-type: none"> <li>The Chair presented flowers on behalf of the membership to thank Mary Done for all her hard work for the Society as Hon. Secretary, events lead and work on the environment – she was delighted that the Council had accepted the Society’s nomination for a well-deserved community award for Mary in recognition of all that she has done for the Society. Caroline will also be presenting a gift to Nicholas Armour to thank him for his work as newsletter Editor over the last three years.</li> </ul>