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Claydon and Barham Good Neighbour Scheme Minutes
AGM
11/5/21 at 2000 hrs.

Agenda Point	Discussion	Action
1. Intro's (if any members of public in attendance)	<p>Present - Kerry Overton (Chair) Roger Colthorpe (Treasurer) Laura Payne (Vice Chair) Graham Holmes (IT and Committee meeting) and Becky Whitefield (secretary) Tracy Westley (Volunteer) Martine Overton (Volunteer) Gill Chapman (Volunteer)</p> <p>Vera Rogers (Barclay Players), Jane Arkley-Crouch (GNS Coordinator - CAS),</p>	
2. Apologies	Tracey Evans (Committee member), Sarah Frost	
3. Matters arising/actions	<p><u>Constitution amendments</u> (detailed in separate documents sent in advance to attendees) went through and voted as approved. Including version number and date amended. In section 2 in members paragraph 1 adding in 'accordance with GDPR', Paragraph 4 wording re 14 days' notice of meetings, addition of 1/3 of the members or 6 depending on which is lesser. Amendment as now established, signatories being amended to 2 needed, extraordinary general meeting being replaced by annual general meeting, revised signatories name next to signatory, named honorary officers being deleted from end of document. Proposed by KO,</p>	

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	seconded by RC, GH and GC and agreed by all.	
4. Chair's Report	See attached. Detailing form of C&B GNS Sept 2020 to March 2021.	
5. Treasurer's Report	See attached. Thanks to two parish councils and Barclay Music Makers. RC proposed and report approved by all present.	RC proposed that an independent person look over the accounts and verify in future years. Tracy Westley put forward herself as independent verifier - proposed by RC and agreed by all.
6. Committee Members	GH explained the process. Expressions of interest for: Chair is KO, nomination GH and second by RC. Vice Chair is LP, nomination KO, second by GC Treasurer RC, nomination TW and second by GC Technical lead GH, nomination GC, second VR.	

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<p>7. AOB</p>	<p>Volunteers Week - 5/6/21 'big lunch' with the Rural Coffee Caravan present 12-2 at the Claydon recreation ground. A big thank you for the volunteers.</p> <p>Tracy mentioned that it is still very quiet on the calls front. RC advised we have done 2 leaflet drops to the whole area and KO advised it is in the In Touch each month with a cut out flyer.</p>	<p>GC suggested contacting Radio Suffolk. KO to look at</p>
<p>11. Date of next meeting</p>	<p>Tuesday 25/5/21 at 8pm</p>	