

Minutes of the Annual General Meeting
Wednesday 28th November 2007 at 7pm, Boardroom Oxford Brookes, Gipsy Lane

Present

Heather Armitage (Headington & District Allotment Association)
 James Bloice Smith (Churches representative for Headington) - HCDA Chair
 Angela Cristofoli (Oxford City Council)
 Marion Fiddes (Oxford Radcliffe Hospitals Trust)
 Mary Hope (New Headington Residents' Association)
 Janet Isaac (U3A)
 Stephanie Jenkins (website)
 Tony Joyce (Oxford Civic Society)
 Marie Vickers (Friends of Quarry)
 Charles Young (Highfield) - Treasurer

1.	<p>Apologies were received from Angela Cristofoli Audrey Mullender Melanie Proudfoot David Rundle Liz Simpson-Wells Stella Welford</p>	
2.	<p>Annual Report of the General Committee (copy attached) JB-S introduced the annual report and highlighted the following items in particular: Over the past year.....</p> <ul style="list-style-type: none"> • the great success of the Farmers' Market • the 2007 Headington Festival • the Tree sculpture in Bury Knowle Park • the next edition of OX3 Guide had been started • the changed constitution which had been ratified by the Charity Commission during the past year, noting especially the associate status (non-voting) of those attending less than five of the ten meetings a year (see attached constitution). <p>and looking forward.....</p> <ul style="list-style-type: none"> • community-led planning • survey and review of Headington shops • the 2008 car-free day • future stakeholder consultations 	
3.	<p>Accounts of the HCDA for the preceding financial year were presented by CY. He reported that balances were in good shape with £3,500 in the current account with creditors of £500 for the sculpture bench and £550 for the market road signs. The Farmers' Market was expected to make a small surplus during the coming year but the Festival was getting harder to finance. The auditors had no matters to bring to the attention of the meeting.</p>	

4.	<p>Election of the Honorary Officers of the HCDA (Chair, Vice Chair, Treasurer and Secretary)</p> <p>The current Honorary Officers were all proposed and all were in favour of their re-election:</p> <p style="padding-left: 40px;">Chair James Bloice-Smith Vice Chair Mary Hope Treasurer Charles Young Secretary Marion Fiddes</p>	
5.	<p>Names of the persons appointed/elected to serve as members of the General Committee</p> <p>It was agreed that all members should make sure that they were currently elected by the organisations they represented.</p>	All
6.	<p>Appointment of one or more qualified auditors or independent examiners for the coming year to audit or examine the accounts of the HCDA in accordance with the Charities Act 1993 (or any statutory modification or re-enactment of that Act)</p> <p>CY agreed to check on the threshold of income/expenditure concerning the necessity for auditors. If we required professional auditing CY proposed we continue with Michael Hamment & Associates. This was agreed by the meeting.</p>	CY
7.	<p>Any other business of which due notice has been given</p> <ul style="list-style-type: none"> • Appointment of other members - constitution to be checked and a future agenda item 	MF

The AGM concluded and the ordinary meeting continued.