



# Coventry Family History Society

*Registered Charity No. 1070160*

*Member of the Family History Federation*

## *Annual General Meeting 2024*

Welcome to the 2023-24 Annual General Meeting, which you will be able to attend in person or via Zoom. This will allow more members to participate as AGM's are often not well supported.

This is the time for you to let us know your views, and to instruct the Committee the way you would like the Society to progress. We feel we have made many moves forward for our group, but are still happy to receive advice on taking CFHS to the next level. Please make every effort to attend.

Thank you.

Paul Salisbury, Chairman

### **How to participate**

If you cannot physically attend the AGM, you can still actively participate:

<b>Either</b>	Complete the proxy voting form on page 2.
<b>Or</b>	Complete the form at the back of this booklet.
<b>In either case, remove the relevant page and return it to: CovFHS Secretary, 18 Sherlock Road, Coventry CV5 8EY or send an electronic copy by email to <a href="mailto:enquiries@covfhs.org">enquiries@covfhs.org</a></b>	
<b>Return your completed form to arrive by 1<sup>st</sup> October 2024 latest.</b>	

# PROXY VOTING FORM: AGM 2024



Please enter your name and Membership Number where indicated below.

Member Name	Membership Number

## Either

To instruct the Chairman to vote on your behalf, place a tick in the right-hand box of this section of the form:

The Chairman of the meeting	
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## Or

To nominate a Committee member to vote on your behalf, please enter their name in the left-hand box of this section of the form and place a tick in the right-hand box of this section.

Name of proxy:	
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Please note:

- Proxy and postal voting forms must be with the General secretary by 1 October 2024.
- Email submissions are acceptable: send to [enquiries@covfhs.org](mailto:enquiries@covfhs.org)
- Any submissions received after the closing dates stated above cannot be considered for this Annual General Meeting.

# COVENTRY FAMILY HISTORY SOCIETY ANNUAL GENERAL MEETING

Held at:

THE COVENTRIANS RUGBY CLUB, COVENTRY

9TH OCTOBER 2023

Committee Members Present: Paul Salisbury, Andrew Walton, Ian Phillpott, and Deb Phillpott and Bob Bristow.

Apologies from: Ella Johnson, Angela Crabtree, Veda Morrall

Proxy voting forms received: 12

Present at the meeting:

21 members

5 Visitors

22 on Zoom

## Chairman's introduction

Paul welcomed everyone to the 2022/23 Annual General Meeting, whether on Zoom or in person.

Adoption of minutes from last AGM:

- All in favour

Matters Arising

- None

## Chairman's Report

Paul hoped that everyone had read his report in the last Journal and that they were happy with the way things were progressing. Having the Zoom facility had proved very popular and this would be continued.

## Treasurer's Report

Again, this was in the Journal and Paul asked if everyone was happy with the figures. It had been necessary to increase postage by 50p on each item bought from the Bookshop to cover Royal Mail increase.

Paul recommended that the subscriptions stay the same and would be reviewed next year.

- Proposed by Andrew Walton
- Seconded by Kath Salisbury
- All in favour: Yes

#### Accounts Formal Adoption

- Proposed by Deb Phillpott
- Seconded by Gill Walton
- All in favour: Yes

#### Election of Executive Officers

Paul Salisbury and Ella Johnson are willing to stand.

- Proposed by Deb Phillpott
- Seconded by Chris Hewitt
- All in Favour: Yes

#### Election of Committee

Bob Bristow had stepped down from the Committee for personal reasons. Paul thanked him for his contribution over the years that he had served on the Committee.

Committee members: Veda Morrall, Andrew Walton, Ian Phillpott and Deb Phillpott.

- Proposed by Kath Salisbury
- Seconded by Bob Bristow
- All in Favour: Yes

#### Election of Independent Examiner: Roger Jones

- Proposed by Ian Phillpott
- Seconded by Deb Phillpott
- All in Favour: Yes

Any other business

Robert Savage thanked Paul and the Committee for all their hard work.

The meeting closed at 7.25pm.

# **Reports for the 2024 Annual General Meeting**

## Chairman's report

As chairman of CFHS, I can say that it has been a privilege to head up a team of dedicated Committee Members, whose work and enthusiasm has made my position most worthwhile. We all have our individual jobs and the tasks are completed with the minimum of fuss.

That doesn't mean we cannot do with more help, so if you would like to join the Committee, please contact any one of us and we will arrange for you to be welcomed.

Paul Salisbury, Chair.

## Treasurer's report

The Society finances continue to be in a sound position, with only a small loss for this term of £206-25p. This is down to the purchase of a new laptop for our exhibitions as the one we were using was over ten years old and running really slowly. The finances also reflect the full year increase in the subscription fee, which has proved to be the correct decision to have raised them by £2-00. Again, we are blighted by postal charges increasing each year and we have increased our goods p&p to suit. The provision of a download option for our datasets has been another good decision.

The Committee have also taken a decision not to send previous Journals to overseas members in printed form. The postage was more than the membership and we decided that all new overseas members will get an electronic pack and Journals.

Taking all the above into consideration, and the healthy state of the finances at present, I would recommend that the membership fees remain the same and that they be reviewed next year.

Paul Salisbury, Treasurer.

## **Confirmation of Accounts Examiner**

Roger Jones inspected the accounts and found them in good order. He has just celebrated a big birthday and is looking to stand down for forthcoming years.

Should anybody know a person who is prepared to inspect the accounts for future terms, could you please forward their contact details to me.

Thank you to Roger for his help and advice over the past six years.

Paul Salisbury, Treasurer.

<u>2022-23</u>	<u>Ordinary Income</u>	<u>2023-24</u>
£ 3,064.66	Meetings	£ 68.00
£ 375.19	Subscriptions	£ 3,305.03
£ 654.83	Books	£ 500.46
£ 582.44	CFHS Publications	£ 960.87
£ -	Research	£ 462.85
£ -	Projects	£ 100.00
£ 414.75	Fairs / Public Events	£ -
£ 43.69	Charity status	£ 421.64
£ -	Sundry Other	£ 24.00
	Journal	
	<b>Total</b>	<b>£ 5,842.85</b>
£ 19.50	Un-presented cheque	£ 24.00
£ 2.98	Interest (Acc 2192180)	£ 28.26
<b>£ 5,158.04</b>	<b>Total Income</b>	<b>£ 5,895.11</b>
	<b><u>Ordinary Expenditure</u></b>	
£ 1,569.45	Meetings	£ 1,376.38
£ 2,543.85	Journal	£ 2,573.15
£ 248.95	Subscriptions	£ 290.45
£ 98.09	Books	£ 554.95
£ -	CFHS Publications	£ 7.00
£ 81.04	Projects / Research / Publicity	£ 835.68
£ 50.00	Fairs / Public Events	£ -
£ 40.00	Sundry Other	£ 88.25
	Storage	£ -
£ 405.50	Website	£ 375.50
	Cash Balance Transaction	
<b>£ 5,036.88</b>	<b>Total Expenditure</b>	<b>£ 6,101.36</b>
<b>£ 121.16</b>	<b>Income over Expenditure</b>	<b>£ 206.25</b>



<u>2022-23</u>	<u>Balance Sheet as at 30th June</u>	<u>2023-24</u>
£ 12,045.26 £ 121.16	Society Surplus as at 30th June Income over Expenditure for year	£ 12,166.42 -£ 206.25
£ 12,166.42	Society Surplus as at 30 June	£ 11,960.17
	Represented by:-	
	Bank Balances	
	£ 8,557.28 Account 1084	£ 8,322.77
	£ 3,609.14 Account 1080	£ 3,637.40
£ 12,166.42		£ 11,960.17
	Cash Balance	
	£ - Treasurer	£ -
	£ - Bookstall	£ -
	£ - Subscriptions	£ -
£ -		£ -
£ 12,166.42	Totals as at 30th June	£ 11,960.17

<u>Society Stock Assets as at 30th June</u>		
£867.38	Stock of Books	£ 1,267.87
£769.50	Stock of CFHS Publications	£ 608.50
£5.47	Bookshop Misc	£ 5.47

### Accounts for the year ending 30th June 2024

I have independently verified the above accounts from the documents and reports presented to me by the Treasurer of the Society. I would confirm that in my opinion the accounts give a true and fair reflection of the financial position of the Society as at 30th June 2024.

Roger Jones, Independent Examiner

## Coventry Family History Society Committee

This is your Committee, indicating those who have agreed to stand for re-election.

### Election of Executive Officers

Current Officer	Willing to continue?
Paul Salisbury (Co-opted Chairman)	Yes
Ella Johnson	Yes
Paul Salisbury (Treasurer)	Yes

### Election of Committee Members

Current Member	Willing to continue?
Veda Morrall	Yes
Andrew Walton	Yes
Ian Phillpott	Yes
Deborah Phillpott	Yes
Sue Lomas	Yes

### Would you join the Committee?

Coventry Family History Society is managed by a small group of volunteers – “The Committee”. We work together as a friendly team and, between us, keep the Society running and providing the resources and benefits that our members deserve. This is not an onerous task, providing that there are enough volunteers to make up a practical Committee team – and that is where we need your help.

Would you consider joining us on the Committee? We are always interested in hearing fresh views, new ideas and suggestions on how we could improve the Society further.

If you are interested and want to know more then please contact Paul Salisbury, our Chairman, on [chairman@covfhs.org](mailto:chairman@covfhs.org) or call (024) 7654 2340.



## VOTING FORM: AGM 2024

Please indicate either 'accept' or 'reject' in *all* of the following sections. Please also record any comments, if applicable.

Please enter your name and Membership Number where indicated below.

Member Name	Membership Number

I have read the entire contents of this booklet and indicate my voting preference as follows.

Minutes of 2023 AGM			
Accept:		Reject:	
Comments (if any):			

Chairman's Report 2024			
Accept:		Reject:	
Comments (if any):			

Treasurer's Report 2024			
Accept:		Reject:	
Comments (if any):			

### Confirmation of Accounts Examiner

Accept:		Reject:	
Comments (if any):			

### Election of Committee

Accept:		Reject:	
Comments (if any):			

Return the completed form to:

**CovFHS Secretary, 18 Sherlock Road, Coventry CV5 8EY**

or send an electronic copy by email to **[enquiries@covfhs.org](mailto:enquiries@covfhs.org)**

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