

# THE FRIENDS OF THOMAS PLUME'S LIBRARY

*Registered charity no. 1098311*

Market Hill  
Maldon  
Essex CM9 4PZ

**Thirty-Sixth Annual General Meeting of the Friends (which is also the twentieth Annual General Meeting of the Charity) held on 20<sup>th</sup> May 2023 in the D'Arcy Room of All Saints' Church at 7.30pm.**

**Sue Swaffin-Smith was in the chair**

## **1. Apologies for absence**

Dido Arthur, Al Brown, Janis Croom, Dorreen Linton, Sue Roache and Paula Thomson had sent their apologies.

*Sixteen members and eight visitors attended the meeting.*

## **2. Minutes of the last AGM May 2022**

The Chairman welcomed the Friends and visitors, then read out the amendments to the minutes which had been sent in the AGM document pack (a copy is attached to these minutes, showing the amendments in red).

*Approval of minutes: Proposed by Sue Swaffin-Smith and seconded by Erica Wylie.*

## **3. Matters arising**

There were no matters arising.

## **4. Annual report by the Acting AGM Chairman of the Friends on the past year.**

The Annual Report, already approved by the Committee, has been posted on the Friends' page of the Plume Library website and was enclosed in the AGM document pack. The Chairman thanked the Friends who help with book cleaning and other volunteering and stewarding duties, and those who had made personal donations for book conservation. She emphasised that the Library cannot operate without the help of the volunteers. The Chairman reported that the trip to Westminster Abbey last year had been very successful, and the trip this year was to the Samuel Pepys Library at Magdalene College in Cambridge.

## **5. Presentation of the accounts and report of the Hon Treasurer (Janis Croom)**

Sue Edward presented the accounts on behalf of the Treasurer. The finalised accounts, already approved by the Committee, have been posted on the Friends page of the Plume Library website and circulated to the membership. They have been examined and approved with no amendments by David Sage, our Independent Examiner. Sue reported that, at the year end, there were funds of just under £5,000. The main source of income is subscriptions and gift aid. The gift aid payment was larger than normal this year because it covered previous fundraising for the ceiling replacement. Sue reported that the annual trips are not costed for fundraising, but this year there was a surplus of £49.50. The profit from the book sale at Heritage Open Day was £261, and the February Quiz made £1,500, which gave a big boost to our income. The Friends purchased three books, plus one more from the previous financial year which was invoiced this year. The Friends also funded book tokens for Plume Academy students, awarded for the annual Essay Prize following their visit to the Library in the autumn. New Library leaflets were also funded by the Friends. Sue noted thanks to Janis for preparing the accounts.

*Approval of accounts: Proposed by Sholto Morton and seconded by Malcolm Edward.*

## **6. Appointment of Independent Examiner**

David Sage has confirmed that he is willing to continue to act as Independent Examiner of the Friends accounts for the forthcoming year. This appointment is proposed by Janis Croom and seconded by Sue Edward. We convey thanks to David for this generous service to the Friends.

*Approval of reappointing the Independent Examiner: Proposed by Sheila Bates and seconded by Malcolm Edward.*

## **7. Report on membership in the year ended 31<sup>st</sup> March 2022**

Sue Edward then reported on membership, which had stayed the same as last year at 131 members. The Chairman thanked Sue for her reports.

## **8. Election of Honorary Officers**

The Chairman reported that it is intention of the committee to continue to choose a Chairman (from the committee) for each meeting on a rotating basis. The serving Treasurer, Janis Croom is eligible and willing to stand for the coming year. Janis Croom is also eligible and willing to continue as Secretary to the Charity for the coming year.

*Approval of election of honorary officers: Proposed by John Came and seconded by Malcolm Edward.*

## **9. Election of Committee**

The Friends constitution allows up to nine members of the Committee in addition to the Honorary Officers. The following are current committee members who are eligible to stand and willing to continue: Dido Arthur, Sheila Bates, Al Brown, Malcolm Edward, Sue Edward, Sue Roache, Sue Swaffin-Smith. Two nominations for new committee members were made: Rachel Wood and Frank Garcia.

*Approval of election of committee: Proposed by Jonathan King and seconded by Erica Wylie.*

## **10. Amendments to the Constitution**

The Chairman explained the changes to be made to the Constitution, which had been sent to the Friends in the meeting pack. The change was due to the Library Trust becoming a CIO and having a new charity number.

*Approval of amendments to the Constitution: Proposed by Sue Swaffin-Smith and seconded by Erica Wylie.*

## **11. Resolutions proposed by members**

No resolutions had been received.

*Sarah Dignasse, a Trustee of the Library Trust, said a few words at the end of the meeting to inform the Friends of the Library's current financial situation.*

*Following the meeting, refreshments were offered a raffle was held. Julie Miller then gave a very informative and entertaining talk about Essex Quakers. Thanks were given to Julie by the Chairman.*