

**Minutes of the Annual General Meeting of the Burghill Community Access Point held at The Simpson Hall, Burghill, Hereford, on Friday, 23<sup>rd</sup> January 2009 at 7.00 p.m.**

**Present:** Tony Redman (Chairman) Arthur Highfield  
Keith Brown Ray Wilson  
David Warren Rick Allen  
Tony Jenkins Linda Jenkins  
Sally Robertson

**Apologies.** Apologies had been received from Mary Reynolds, Carolyn George and Kevin Davies.

The Chairman opened the meeting and thanked everyone for attending. The first item was to receive any nominations for membership to the Committee. There were no nominations but he informed the meeting that David Warren had agreed to join the Committee.

**Chairman's Report.** The Chairman welcomed everyone to the meeting and thanked the Committee for their contribution over the year but particular thanks were given to Ray Wilson for his dedication and commitment to the CAP. He also thanked the members of the Parish who had regularly taken part in using the CAP.

Cllr John Stone, Chairman of Herefordshire Council, officially opened the CAP on Saturday, 15<sup>th</sup> September 2007. There were a few teething problems in the beginning but the main problems had been with the delivery of equipment and waiting for BT to connect a line to the web. The CAP then opened for operation on the 26<sup>th</sup> October 2007 and since that date, there have been 60 sessions totalling 218 hours over a period of 38 weeks. This exceeded the minimum requested 5 hours per week. We closed during the summer and Christmas holiday periods for a much deserved break.

The 218 hours included the training courses which commenced in March 2008 and topics covered were "computers for beginners" and "digital photography". He then went on to report that with Ray's help CAP equipment had been utilised by the Brownies, Girl Guides, the Pathfinders, the Burghill Dog Show and presentations to and by the Retirement Club. The CAP also provided film equipment to our sister Parish, Pipe-cum-Lye, for a film evenings for which donations were received.

The Chairman highlighted future activities with particular emphasis placed on these being directed to the needs of the Parish residents and it has been difficult to find out what people want. He went on to say that courses needed a minimum number of people to cover costs and to produce a profit to support future activities. On Wednesday mornings a Genealogy Club is being run which is proving popular and investigations are in hand to run a special course on this subject.

We aim to raise funds for the CAP in the forthcoming year and Sally Robertson will expand on this in her report.

The Chairman finished by saying that he valued everyone's support and that the Committee were open to suggestions and proposals that would benefit the whole community.

**Treasurer's Report.** As Kevin Davies had been unable to attend the meeting, Sally Robertson was asked to give the Treasurer's Report. Firstly, she thanked the Chairman and Ray Wilson for all their efforts on behalf of the community and acknowledged all the hours that they gave to the CAP for the benefit of the residents of the Parish.

The CAP equipment list as at 24<sup>th</sup> August 2007 had been £2,001.39 and the current value on 25<sup>th</sup> November 2008 was £1,651.03.

It was noted that the income for the year was £2,704.with expenditure £1,040, leaving a credit balance of £1,664.94 as at 24<sup>th</sup> December 2008. Sally Robertson thought it would be beneficial to have the donations and course fees shown separately so that year to date figures could be produced at the year end.

**Secretary’s Report.** The Secretary reported on the year’s fundraising but stressed the importance for this to continue if the CAP was to continue. Fundraising initiatives for next year would include an “It’s a Knockout” Competition, Film Show of Local History, and a Family Bingo Evening.. She had been looking into obtaining funding for youth sessions for film and music workshops. Cllr Stone who had attended the launch was very supportive of what the CAP was trying to achieve and wished to visit again in the near future.

**Election of Officers/Committee.** The following were elected to the Committee:-

- Chairman** Mr Tony Redman
- Treasurer** Kevin Davies
- Secretary** Sally Robertson – Temporary
- Committee** David Warren, Keith Brown

**Any Other Business.** There was a general discussion on how the CAP could be developed over the next 12 months. Rick Allen mentioned that courses being run by the Herefordshire College of Technology were cheaper than the CAP’s and the Committee agreed to look at the pricing structure. Arthur Highfield suggested one off workshops and it was suggested the first one could be on the makeup of a computer which Ray Wilson agreed to run. Sally Robertson said she had put an article in the magazine asking if anyone was interested in attending a Desk Top Publishing Course but no one had responded to date. There was a general discussion over who should run the various courses and it was agreed to investigate further with the colleges. Sally Robertson suggested that courses could be advertised in the Pip-cum-Lyde magazine too as the residents had no computer facilities and would help with numbers on the courses, along with advertising in the Hereford Times. It was also suggested that another questionnaire might be sent to all residents to ascertain what type of courses or activities would be of interest.

The Chairman thanked everyone for their contribution and closed the meeting at 7.50 p.m.

Signed .....

Date .....