

Friends of Penketh Library (FOPL)

Annual General Meeting Minutes

04 February 2023

10:30 in Penketh Library

Apologies: Derek Baker, Anne Peers, Margaret Purvis, Sarah Parry, Andrea Maguire

Attendees: Susan Morris, Mary Ross, Phillip Forshaw, Geraldine Snape, Gwen Lightfoot, Ian Frampton, Karen Mitchell

Welcome

Susan welcomed everyone to the AGM. She explained fire alarm procedures. New members Gwen Lightfoot and Ian Frampton were welcomed. Susan said it's appropriate that we were in the Jane Forshaw room it's a fantastic tribute to Jane as she was instrumental in the Save Warrington's Libraries campaign and in setting up the Friends Group.

Matters arising from the minutes of the last AGM held on 20 November 2021

None were raised in the meeting however Gwen Lightfoot's name has been added to the attendees.

Presentation of Annual Report (Chair)

Susan presented the Annual Report. The library has had a refurbishment. People are using the community room a lot, not just groups but people coming in here and working. We have used some of the Co-op money in the junior library for new furniture and bean bags. Susan expressed thanks to the committee and all the volunteers who have given us support during the year, also to the library staff. We worked with the Resident's Association on a Christmas Card competition, and the Friends of St Mary's Cemetery who helped with the booklet production. Thanks go to Gwen and the Co-op for allowing us to sell the booklet in store and for their help in Fairtrade Fortnight. Thanks also to the Phoenix Community Choir and to Penketh Methodists for the Christmas Tree Competition. Thank you to Sylvia for running the reading group. Apologies to anyone who was missed.

Presentation of Accounts (Acting Treasurer)

The FOPL financial year runs from Jan 1st to Dec 31st in line with the calendar year.

We started 2022 with £4361.57 of which £4340.08 was in our bank account, and £21.49 petty cash.

For 2022:

Income

+£200.00 from the history group, many thanks to them and to Mary for arranging this.

+£92.87 (£75.58 + £17.29) from easyfundraising

Phil mentioned described how easyfundraising works and asked people and their friends and family to consider using it to donate to FOPL.

Major expenditure in 2022

-£2000 for children's furniture (money from the Co-op to benefit the community, LiveWire had no money allocated for this in the refurbishment)

(It was suggested got a message be posted on Facebook to inform people how this money had been spent and to thank them for shopping at the co op

Other expenditure

-£376.29 various craft materials, hot water drinks dispenser

-£20.00 prizes

-£20.00 WBC Hall Hire

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For the WW1 & 2 Booklets:

+£324.00 from Penketh Youth & Community Association toward printing costs.

Susan commented this was to cover the cost of donating free booklets to community organizations scout groups schools oh and the residents' association

+£404.50 booklet sales

-£561 Printing cost (But bonus of WW1 print overrun)

Susan he said we took the opportunity to print the First World War booklets as well. The printer made an error and printed twice as many as asked for. We were able to sell those.

Overall for the booklets +£167.50

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(Susan queried this figure and on checking after the meeting, some sales income had been omitted, so it was revised post meeting.)

We ended 2022 and started this year 2023 with £2613.08 of which £2599.09 was in our bank acct, and £13.99 petty cash. Currently we have £2576.13 funds (incl £13.99 petty cash).

That's our financial report we have a healthy amount of funds and we may be able to add to with easyfundraising.

Ian said he was a member of Probus and they had received a form from their bank which needed to be filled in or the bank account would be closed. Apparently this is in connection with money laundering prevention. He asked if we had received such a form and Phil replied that we hadn't. Ian said Probus send money abroad for properties in Spain Susan said thanks for making us aware of this.

Election of Officers (Chair, Secretary, Treasurer, Publicity Officer, Outreach Officer)

Currently serving are:

- Chair, Susan Morris,
- Secretary, Phillip Forshaw
- Treasurer, Vacant Post (P.F. acting Treasurer)
- Publicity Officer, Jane Love (not standing for re-election)
- Community Outreach Officer, Mary Ross

It was announced that Jane did not wish to stand again for election for Publicity Officer. It was discussed whether we needed a Publicity Officer as other people on the committee already posted to Facebook and have connections with Warrington Guardian for press releases. The Publicity Officer duties would be taken up by others and whether to keep the post of Publicity Officer would be decided later.

Phil said he was happy to carry on as acting Treasurer but didn't want to take the role on officially as he was already secretary. Susan is currently the chair.

Nominations for Susan to serve as chair Phillip to serve a secretary and acting Treasurer and Mary as Community Outreach Officer were asked for. Nominations for this were received, these nominations were proposed, seconded, then voted on. All seven present voted in favour, none against with no abstentions.

It was asked if somebody could be on the committee but without a specific title and it was agreed that this was possible. Susan said that we need people who will take the lead on projects and make things happen.

Motions to be put to the AGM (received by 28 January 2023)

Proposed changes to the Constitution

- OBJECTIVES parts a to g: 'Aim for' or 'Aim to' to be added to the first line of our Objectives. (This reflects that we do not directly control these factors.)
- Application for membership by email at the discretion of the committee rather than fill in a form. (This gives an additional way to join FOPL)
- Direction of a misspelt word 'claimed' in the finances section.

A motion that these changes to the constitution be made were proposed, seconded, then voted on. All seven present voted in favour, none against with no abstentions.

AOB Any other business which is relevant to the AGM

There was no any other business so the AGM was closed.

End of Annual General Meeting

FOPL Ordinary Meeting (Held following the AGM)

Matters arising from the minutes of the last meeting held on 24 September 2022

Gwen Lightfoot - was missed off the list of attendees in the minutes, she is been added on.

Susan was asked to get in touch with the Hong Kong group locally but apparently they don't meet locally any more and have joined up with a group in Birchwood,

Geraldine said some still meet on a Thursday morning at St. Paul's. Susan said they do meet and use the Church but they're not meeting as a group. Geraldine commented a lot of the Hong Kong people now have jobs so can't go to the meetings.

Review of recent events and activities

Susan: Recent events - we've had quite a lot of events. We did a re-opening coffee morning. Thank you to Gwen for supplying refreshments for this. We had a Christmas event, the Phoenix Community Choir came along. Jane did some crafts. We also had some craft packs for Chinese New Year and Halloween. These have been very popular and have encouraged people to visit the library. It was nice to have an in-person craft session at Christmas and Jane will do one for Valentine's Day with Gemma. There's a lady called Katie who is willing to help out with events. If Jane has been unable to do crafts, we have offered craft packs when books are borrowed. Jane is due to do crafts next Saturday (11th February)

Future Events and Sessions

Geraldine mentioned that the Phoenix choir were singing about once a month to the forget-me-not group (dementia) and old people's homes. She could ask (Ann or Sue) if we wanted them to sing for anything else, not just Christmas. Susan suggested we crafts for the Coronation and have the choir singing. The previous Saturday was suggested for this (1st May). Lighting Beacons was also suggested and discussed.

We have previously invited Janice Hayes to give talks. Janice has a talk about her latest book. Mary was asked if she could get in touch with Janice regarding a talk during Local and Community History Month in May. If we issue tickets that would cover the cost, she used to

charge about £45. Janice also does a talk about identifying photographs, perhaps we could do that later in the year, in the early autumn. Next year we could ask Philip Jeffs to give a talk.

Gwen mentioned the Fairtrade Foundation and that there were Zoom talks about this, some of the presentations are aimed at schools.

Susan said that Mary is hoping to get a local history group setup under the FOPL banner. Mary is hoping the local history group will change their name to the FOPL Local History Group. They could make good use of the Community Room. She mentioned Gary Slater who has written some books on rugby league and keen on local history research. Currently he is researching landlords of local pubs.

Future craft sessions were mentioned and Susan said this depends on people being available to run them however, Lego is something that can just be put out for children to play with as an alternative.

It was asked if we should do something for the Coronation

Gwen said the Co-op sometimes do activity packs and she might have some colouring sheets which could be dropped off at the library

The patio was discussed. Seating can't be put in there unless access ramps are installed, and that can't be done due to insufficient room. A suggestion is to pressure wash the area and put plants in. Susan said she's done some research and it could be called a sensory garden to appeal visually. Lavender, marjoram, herbs, alliums and agapanthus could be planted. There are four areas to fill plus the concrete planter. Some good quality topsoil would be needed also. The merits of agapanthus and alliums were discussed. It was agreed to raise the question of pressure washing and planting with LiveWire to get their go-ahead for FOPL to clean and plant the area.

Karen mentioned getting a number of local groups in who could promote themselves, gardening, W.I. First Aid, a 'know your community' day possibly in the autumn, to give time to plan. Toward the end of September was suggested.

AOB

Karen asked about The use of notice boards, this was discussed and how they were to be used was clarified.

Susan noted that the Warrington Guardian is no longer available in the library and suggested FOPL buy it. Geraldine queried why the Guardian isn't available. Susan suggested filling in a LiveWire feedback form to ask why.

Susan mentioned the library partnership board meeting where people from LiveWire, the Borough Council and Friends Groups will be meeting in his room on 13th of February 2 p.m.

It was asked if our planning meetings were just for the committee and Susan said anyone can come along.

Gwen mentioned that the local community fund was starting again, the application would be in April. Application is through your page on Co-operate. Susan said we need to start thinking about that, a project that we could apply for. The money takes some time to be paid. Applications are in April you are informed of success October and the money is paid out the following October.

Date for next Meeting

The date of the next meeting was decided as 25th of March