

Dalbeattie Men's Shed

Notes of 8th Annual General Meeting & Members Meeting No 35, held in the Shed, 11th May 2023.

1. Present.

John Forrest (Chair), Robin Gilchrist (Vice Chair), Geoff Allison (Secretary), Mike Sandes (Assist. Secretary), Geoff Thomas (Treasurer), Chris Worley (Assist. Treasurer), Brian Atwell, Derek Caldow, Mark Cooper, Blythe Gale, Peter Heyes, John Knox, Eric McCowan, Chris McIntyre, Graham Mercer, Donald Mitchell, Mick O'Mara, Martin Ridding, Dave Stott, David Walsh.

2. Apologies.

Apologies were received from: Derek Andrews, Alec Brown, Bernie Lazenbury, John Lind, Phil Kirby, Colin Marr, Tom Parker, Cy Price, Donald Williamson.

3. Chair's Report.

This report covers the year 1st April 2022 to 31st March 2023 – the first full year open since Covid and lockdown.

Of the 92 people who have signed Shed application forms, we have 37 active members with an average age of 76. Our normal attendance has recovered to between 19 and 25 per session, which is about 17% down on our pre-Covid attendance.

Shed community projects large and small were funded from the £13,989 receipts during the year. Projects bringing in £220 or more were: picture framing, bike refurbishment [several went to Ukrainian families], Palnackie Primary School Playboat, Kippford bench and Mangle refurbishments, Southwick Tennis Club, beehive roofs, dune buggy refurb and sale, Coronation commemorative mugs. Our annual payments were £7,361 giving us a gross receipts excess of £6,628 over expenditure, increasing our bank and cash balance to 31st March 2023 to £36,331.

Outreach during the year included: visits from New Abbey potential shed members, photos and personal stories to UKMSA for their 1,000 faces project, Skeoch article in Classic Car magazine, data to Thornhill for a public meeting and development committee for a new Shed, donation of tools and equipment to Newton Stewart Men's Shed, visit from Swanwick Shed [near Southampton] who took away governance data, set up and attendance at D&G Sheds Network meeting at Glenkens, Set up links to undertake ReMap projects [later dropped to keep NHS tradespeople occupied], Skeoch mural support, Skeoch visits from Rob Skeoch and wife from Grand Valley, and Richard Kennedy from Saskatoon, Canada, presentation to Brian Sloane retiring CEO of Age Scotland, UKMSA Ambassador of the Year Award to Geoff Allison, set up and attended February 2023 D&G Sheds Network meeting at Newton Stewart Men's Shed [chaired by Heather Baillie, Age Scotland].

John Forrest
CHAIRMAN

The Chair's report was unanimously accepted by show of hands.


4. Treasurer's Report

The Treasurer presented the independently examined accounts for 2022-23, see below:

Dalbeattie Men's Shed		Receipts and Payments			SC 045783
Period 1 April 2022 to 31 March 2023					
	General Funds	Restricted Skeoch	Total	31-Mar-22	
Receipts					
Donations					
Small Donations	1,584	68	1,652	1,329	
General Donations	2,228	0	2,228	1,081	
	<u>3,812</u>	<u>68</u>	<u>3,880</u>		2,410
Grants					
Cooperative	0		0	1,641	
Age Scotland	600		600		
	<u>600</u>	<u>0</u>	<u>600</u>		1,641
Fundraising					
Coffee Mornings	33		33	655	
	<u>33</u>	<u>0</u>	<u>33</u>		655
Gross trading receipts					
Sales	6,181		6,181	4,017	
Refurbishment	2,719		2,719	2,615	
	<u>8,900</u>	<u>0</u>	<u>8,900</u>		6,632
Gift Aid	463	0	463		553
Savings Interest	99	14	113		85
Total receipts	13,907	82	13,989		11,976
Payments					
Expenses for Fundraising events					
Coffee Mornings	203		203	155	
Christmas C/M	(1,322)		(1,322)	0	
Other events	113		113	15	
	<u>(1,006)</u>		<u>(1,006)</u>		170
Gross trading payments					
Materials	4,292	597	4,889	6,091	
Consumables	662		662	603	
Cleaning	215		215	297	
	<u>5,169</u>	<u>597</u>	<u>5,766</u>		6,991
Payments relating directly to charitable activities					
Insurance	355		355	355	
Advertising & PR	195		195	50	
Purchase of Equipment	781		781	3,292	
Repairs & Maintenance	797		797	843	
IT & Communications	347		347	357	
Postage, Printing, Staty	96		96	76	
	<u>2,571</u>		<u>2,571</u>		4,973
Grants & donations					
Federation membership	30		30	64	
	<u>30</u>		<u>30</u>		64
Governance and corporate costs					
Professional fees	0		0	0	
	<u>0</u>		<u>0</u>		0
Total payments	6,764	597	7,361		12,198
Excess / (Deficit) of Receipts over Payments	7,143	(515)	6,628		(222)

Statement of Funds	General	Skeoch	Total	
Opening Balance	19,938	9,765	29,703	31-Mar-22 29,926
Receipts	13,907	82	13,989	11,976
Payments	(6,764)	(597)	(7,361)	(12,198)
Transfer				
Closing Balance	<u>27,081</u>	<u>9,250</u>	<u>36,331</u>	<u>29,704</u>

Statement of Balances		
Bank and cash Balances at start		29,703
Excess of receipts for period		6,628
Bank and cash Balances at end		<u>36,331</u>

Signed  Date: 19-4-2023

Geoff Thomas, Treasurer and on behalf of Trustees

The accounts were unanimously approved by show of hands, pending clarification that negative payment under line-item Christmas should show as income under Coffee Mornings.

5. Retiring Officers

Under the clause 74 of the Shed Constitution all Officers and Trustees resigned and offered themselves for re-election to their positions

6. Closure

Items 4 - 6 fulfil the Board Agenda for this AGM and the meeting was closed at 10:15.

These notes are a true record of the 7th DMS AGM

Dalbeattie Men's Shed
Notes of Members Meeting No 35, held 11th May 2023 in the Shed at 10:15am.

1. Present & Apologies.

As per AGM.

2. Reappointment of DMS Board and Trustees

Blythe Gale proposed the reappointment of retiring Officers and Trustees en masse, seconded by Mick O'Mara – the proposal was carried unanimously resulting in the following reappointments:

John Forrest, Chair & Trustee

Geoff Allison, Secretary & Trustee

Geoff Thomas, Treasurer & Trustee
Robin Gilchrist, Vice Chair & Trustee
Mike Sandes, Assistant Secretary & Trustee
Chris Worley, Assistant Treasurer and Trustee
Brian Atwell, Trustee.

3. Matters arising from Board & Members' meetings

3.1 Members' Meeting No 34, held 12th January 2023

Notes of the Members' Meeting scheduled held on 12th January 2023 were sent out with the agenda for this meeting with a request that any omissions/errors be advised to the Secretary at or before this meeting - no exceptions being raised the notes of Members Meeting No 34 were taken as approved.

3.2 Board Meeting No10, held 14th September 2022

The Secretary ran through the principal agenda items and decisions from our last Board Meeting, which was held in the Shed on 14th September 2022, citing:

- 3.2.1 Membership: Of 41 members on the active register 10 were identified as long-term non-attenders, 2 of these 10 are precluded from attending by caring duties but will remain on the active register and the email circulation list, the remaining 8 were removed from the attendance register and email circulation. Of the 5 waiting list members, 2 were identified as priority and invited to join the Shed – p.m.n one of the 2 invitations was declined by Loch Arthur, the other, Ivan Nikitin, was inducted on 20th February 2023.
- 3.2.2 Appointments: the Powered Equipment/Safety Steward was completed and approved for display on the Shed notice board.
- 3.2.3 Affiliations/Conflicts of interest: The current Shed affiliations were reviewed and will continue – the Secretary will try to re-establish a working relationship with TSDG following Christine Clarke's retirement, and Niomi Nichol's failure to pick up the Shed support role. Geoff Allison's role as UKMSA Ambassador and Geoff Thomas's role with Civic Daze were judged to not present conflicts of interest so long as both continue to avoid spill-over between those roles and Shed duties.
- 3.2.4 Governance: The Secretary is still trying to set up TSDG training for Shed Trustees. Brian Atwell audited separation of Officer duties and found all in order. SCVO Good Governance Check Sheets were re audited and updated. The revised Shed Induction /Handbook and Shed Application/Enrolment Form [Revs 6 & 7 respectively] were approved, circulated to active members and posted on the Shed notice board.
- 3.2.5 SWOT Analysis: Noted the changing roles of Alan and Scott Mazza, however Alan remains our landlord. Members to be canvassed regarding applications to the next round of Robin Rigg Windfarm, and Tesco grants. Skeoch accounts to show only restricted grants/donations with unrestricted Skeoch funds moved to the general account to cover vintage/Skeoch room projects. Various items of surplus equipment identified for donation to Newton Stewart Men's Shed.
- 3.2.6 Health & Safety: Equipment familiarisation changed to on trust [hence changes to governance documents]. A Weld/flash screen to be erected between the wrought iron bench and the bicycle repair station. Radial Arm saw to be isolated and only used under Mike Sandes supervision. H&S Risk Assessment audited and re-signed.
- 3.2.7 Finance: The Treasurer presented an up-to-date Financial Statement which showed the Shed returning to a positive cash flow. Bryan Atwell proposed the transfer of £3k to Shed savings account, the Treasurer will implement.

3.3 Next Board Meeting – to be arranged.

3.4 Networks/visits

25th May visit due from Age Scotland [Heather Baillie & Elizabeth Bryan] to discuss 2023 Awards.

31st Mat – Christine Clarke to deliver Trustee training.

Next Shed Network Meeting – tba.

Next Shed Member's Meeting – planned date of 13th July clashes with UKMSA AGM – defer Member's Meeting to 27th July.

3.5 Forthcoming Events

28th May – Skeoch at Dumfries Vintage & Veteran Vehicle Show

6th June – Shed visit to Beamish.

9th July – CD Soapbox Derby

12th – 14th July UKMSA AGM & ShedFest, Worcester.

25-27th August – Skeoch invited to UKMSA Stand at CarFest, Hampshire.

4. Finance

4.1 Treasurer's report

See agenda item 4 of AGM.

4.2 Grants/Awards

Grant of £600 received from Age Scotland to pay for Shed outing to Beamish.

We have been advised of a successful nomination to Tesco's next Bags of Help round starting July in their CD Store.

4.2 Other Income

Gift Aid – first run through this year's accounts suggest we will be able to claim back £477 or thereby. This is down on previous years with only 4.5% arising from donations, although aggregating and transferring small donations from declared members to their individual donations raises the donation proportion to 47%. The Secretary asked tax-paying members to consider signing gift aid declarations if they had not already done so. He also reminded members that any who have bought items to gift to the Shed that by handing a receipt for the item to the Treasurer allows the gift to be eligible for gift aid.

4 Edingham

4.1 Layout/Tools & Equipment

Brian Atwell suggested that congestion in the wood-shop could be eased by making space for a wood work station in the metal shop. This was not approved, the primary reason being the need to keep sawdust separated from the sparks/heat processes in the metal shop [hence the separation of the 2 shops]; it was also pointed out that a drop-down bench with power supply, suitable for woodworking, is available in the storage area.

4.2 Cleaning Duties

Volunteers: June – Alec Brown, July – Martin Ridding, August – Mick O'Mara, Sept – Mike Sandes

5 Activities

5.1 Health & Safety

Annual safety audit and Risk Assessment review to be arranged before 31/09/23.

5.2 Projects

Board has been updated, please keep current.

7.3 Coffee Mornings

October Coffee morning booked for 21st October.

8. AOCB

Brian Atwell suggested that the Shed donate an Annual Prize/Award to Dalbeattie High School for presentation to potential apprentice. An annual cash prize was not considered to part of the Shed's purpose, but a perpetual trophy received some support. Brian was asked to determine if the school even has a wish to have such an award, and what selection criteria would be, before bringing back his proposal for consideration at a future Shed Board Meeting.

The next formal Member's Meetings are due Thursdays 27th July, 13th October, and 11th January 2023.