



Tablehurst & Plaw Hatch Community Farm Ltd.

DRAFT – for approval at the 2023 AGM
MINUTES OF ANNUAL GENERAL MEETING
TABLEHURST AND PLAW HATCH COMMUNITY FARM LTD.
TABLEHURST FARM
10 SEPTEMBER 2022

Present:

Committee Members: Robin Evans, Chair; Peter Morris, Treasurer; Nicoline Kraamwinkel, Secretary.

40 additional shareholders and 18 guests

Apologies: 9 apologies from shareholders and guests

- The meeting was opened at 10.30am by Robin Evans, Chair
- Robin Evans, Chair requested a minute's silence in memory of Queen Elizabeth II
- **Tablehurst and Plaw Hatch Community Farm Ltd – update to the rules**
A comprehensive update of the Rules has been undertaken to recognise that, since the Coop was founded, the legal form "Industrial and Provident Society" has been superseded. The Coop is now deemed to be a registered society and the new rules reflect this.
The review process began at the 2021 AGM and was subsequently carried out by a working group of shareholders through early 2022. Draft rules, which are based on Cooperatives UK model rules were adapted to suit the Coop needs. These were approved by the Coop committee and were presented to the AGM for approval. In response to a question at the AGM, it was confirmed that this process constitutes a change to the rules, *not* a dissolution and replacement of the Coop as a legal entity.
The new rules were adopted by the meeting.
- The three current Committee Members and seven new candidates put themselves forward for election to the Coop Committee:
Robin Evans (current Chair), Peter Morris (current Treasurer), Nicoline Kraamwinkel (current Secretary), Amanda MacManus, Andrea Ashton, Chris Andrews, David Ebsworth, Edouard Hugo, Elle Fox, Jack Woodhead. All were elected to the committee.
- Peter Morris presented the Coop accounts as attached. He explained the relationship between the Coop accounts and the farm accounts. The former are much shorter and simpler than the latter, but because the Coop is a holding company for the farms, its accounts have to be audited, whereas the farms' accounts do not. He also clarified that the Coop AGM was only charged with approving the Coop accounts, not the farms' accounts.
The meeting approved the Coop accounts.
- **Auditor:** Kreston Reeves are the current Coop auditors. The Coop committee proposed that they are asked to continue in this role.
The meeting approved the reappointment of Kreston Reeves as the Coop auditors.

Attachments: Coop Accounts; Coop Rules (Final Member-Approved Draft awaiting FCA approval).

**Tablehurst and Plaw Hatch Community
Farm Ltd**



Co-op Accounts 2021-22

Key Points

- Co-op accounts need to be approved at AGM
- Not consolidated with farms' results (but see separate handout)
- This handout, intended to help members give their approval at very short notice, shows:
 - Key points from the Co-op accounts,
 - Some particular points to note

1

1

The Co-op's Assets: as per accounts

	2022	2021
	£	£
Investments (Farms at book value)	175,521	175,521
Debtors less Creditors	(3,990)	(6,909)
Cash at Bank	3,382	2,770
Total assets	174,913	171,382

2

2

The Co-op's Income and Costs: as per accounts

	2022	2021
Income	£	£
Donations	240	280
Other	3,381	2,400
Total Income	3,621	2,680
Expenses		
Advertising / Promotion / Gifts	300	392
Legal & Professional	-	3,000
Auditors' remuneration	2,750	2,208
Bank Charges	40	80
Total Expenses	3,090	5,680
Surplus / Deficit	531	(3,000)

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3

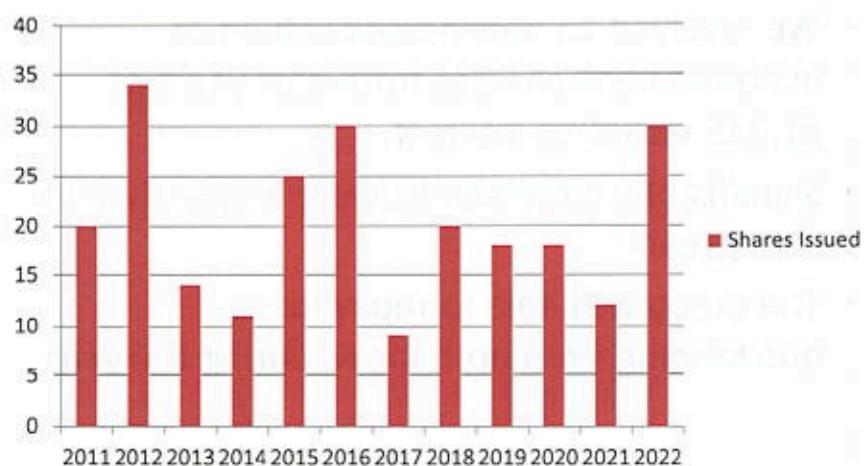
Money in and Money Out

	2022 £	2021 £
Donations	240	280
Share Subscriptions	3,180	1,230
Payments from farms	2,400	2,880
Loan from Plaw Hatch		1,800
VAT repayments	92	646
Bank Charges Refund	1,325	
Total Money In	7,237	6,818
Expenses (actual – including VAT)	3,083	7,087
Loans from farms repaid	3,541	
Total Money Out	6,624	7,087
Net Cash inflow	613	(269)

4

4

Last few years – Shares Issued



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5

Farms financial overview

	2022	2021
Profit / (Loss) £		
Tablehurst	(381)	19,441
Plaw Hatch	(29,508)	6,498
Share Capital + Reserves £		
Tablehurst	240,616	240,997
Plaw Hatch	355,941	385,449

6

6

Financial Points of note

- We received an unexpected refund of *overpaid bank charges from past years* of £1,325 including interest.
- Significantly more shares were issued than for some years
- The Co-op was able to repay loans outstanding from both farms during the year.

7

7