

ANNUAL GENERAL MEETING

HELD ON THURSDAY 4 MAY 2017
AT SEAFORD HEAD GOLF CLUB, (CLUBHOUSE), SOUTHDOWN ROAD
SEAFORD, BN25 4JS
AT 8.00AM

MINUTES

In attendance: (Existing Committee)

A Fortune - President
P Franklin - Vice President
I Jenkins - Treasurer
R Brown - Secretary
C Davis - Committee Member

A total of 21 members (see attached attendee list)

1. Welcome

AF Welcomed everyone to the meeting

2. Apologies for absence

Received from A Burgess (Newhaven Enterprise Centre), S Marshall (Seaford Chiropody) and G Ori (Brooklyn Hyundai), P Boorman (Town Council Representative) and D Argent.

3. Minutes of 2016 AGM

The minutes of the 2016 AGM were agreed as a true record.

Proposer: P Franklin

Secunder: N Richardson

All in favour

4. Matters arising

R Brown reported on the matters arising from the last AGM, listed under item 10 (Any Other Business) as follows:

10a) *G Anderson proposed a change to the table layout for breakfast meetings to individual tables. This had now been implemented.*

10b) *G Anderson suggested more frequent meetings as currently the Chamber only meets monthly. This was discussed in Committee but decided to leave as monthly as good attendance was being achieved on a regular basis.*

10c) *P Boorman said he was aware of some speculation on how the Mary Portas grant money was being spent. P Boorman confirmed he was happy with the response from J Chappell at the AGM and felt confident that if raised again, he could counter such speculation.*

5. President's Report – Alasdair Fortune

A Fortune read out his review of the year, which is attached to these minutes. The President's Report was adopted by the meeting.

Proposer: K Barnard

Secunder: H Macaulay

All in favour

6. Treasurer's Report – Ian Jenkins

I Jenkins tabled a financial report to the meeting and highlighted the salient points regarding income and expenditure. It had been a good year with a surplus of £1346. Subscription income had increased due to the number of members. The budget for the year 2017/18 was outlined. The Treasurer's Report was adopted by the meeting.

Proposer: H Macaulay
Seconder: E Sammarco
All in favour.

A proposal to increase membership fees was outlined by I Jenkins which had been agreed by the Chamber Committee. Ratification of this proposal was sought by the Annual General Meeting.

Proposer: H Macaulay
Seconder: P Franklin
All in favour (none against, no abstentions).

7. Committee Reports

Membership was covered in the President's report

The Webmaster report was read out by R Brown on behalf of M Chambers who was unable to be present. Key points were as follows:

- The new website has seen an increase in visitors by around 400%.
- The new website is more secure against cyber attacks
- Improved mobile usability (mobile use of the web has now outstripped that of desktop computers)
- The members directory allows non members to find local companies as well as advertising member to member offers
- Members have the ability to update their own profiles giving full control and flexibility
- The directory is improving search engine results for member's own sites (full details can be provided on request by Madison Solutions)
- New members can join the Chamber on-line
- Looking to provide 'Go Cardless' as a payment option for both membership and breakfast meetings (more details soon)
- After the training session, about 60% of members have now updated their profile.

N Richardson asked what could be done to engage those members who have not uploaded their profile. R Brown confirmed plans for this were already in hand.

J Hylands asked if those members who pay via Standing Order would be identified on the membership renewal letter. R Brown responded this may have to be done manually – she and I Jenkins would need to discuss how easy it would be to identify them.

8. Election of Officers and Committee

President: Alasdair Fortune stands down from this position after 2 years. **Paul Franklin** has agreed to be nominated and stands for election to this role.

Proposer: N Richardson
Seconder: C Herridge

All in favour

A Fortune then presented the President's chain of office to P Franklin, who continued to Chair the meeting.

Vice President: In the absence of any other volunteers, **Gerri Ori** had agreed to stand for election to this position for one year only.

Proposer: Alasdair Fortune

Secunder: Charlie Herridge

All in favour

Treasurer: Ian Jenkins has agreed to continue in this role for a further year and stands for re-election. P Franklin commented that I Jenkins's work was much appreciated by the Committee and the Chamber.

Proposer: K Barnard

Secunder: E Sammarco

All in favour.

There were 3 nominations to join the Committee as follows:

WebMaster – Matt Chambers was co-opted onto the Committee last year when his company Madison Solutions assumed responsibility for hosting the Chamber's website. He therefore stands for election to the Committee.

Proposer: I Kerr

Secunder: I Jenkins

All in favour.

Social Media – Charlie Herridge was co-opted onto the Committee last year when he agreed to handle the social media presence for the Chamber. He therefore stands for election to the Committee.

Proposer: R Brown

Secunder: P Waller

All in favour.

Elaine Sammarco has agreed to stand for election to the Committee in a general capacity and will assume a role in due course.

Proposer: N Richardson

Secunder: A Fortune

All in favour.

The remaining member of the Committee **Clare Davis**, stands for re-election as a Committee Member

Proposer: I Kerr

Secunder: C Herridge

All in favour.

Dave Argent is retiring from the Committee due to family commitments. He was unable to attend the AGM but has been presented with a token of appreciation from the Committee for his many years of service to the Chamber. He will continue to be an honorary member.

Alasdair Fortune (Immediate Past President) and **Rachel Brown** (Secretary) are ex-officio members of the Committee and are therefore not subject to the election process.

Seaford Town Council nominate their own representative to attend Chamber Committee Meetings and liaise between the two organisations to ensure that relevant business is communicated. **Cllr Philip Boorman** is the current representative.

Paul Franklin gave an outline of his background with Seaford Town Council and Lewes District Council, with a focus on tourism. During his Presidency he is hoping to increase events for members and enhance funding of the Chamber.

9. Any Other business

- a) Interesting speakers – PF invited suggestions for speakers and events from members. Trying to be more efficient.
- b) NR proposed a vote of thanks to the outgoing committee for their hard work.

Meeting closed at 8.44am

ATTENDEES:

Greg	Anderson	Andy Anderson & Son
Kevin	Barnard	Reid Briggs & Co Ltd
Gary	Bray	Willow Private Finance
Rachel	Brown	Secretary Outsource
Claire	Davis	Travel Counsellors
Alasdair	Fortune	BADGER INKS
Paul	Franklin	House Clearance Co
Nic	Greaves	NLG Electrical
Charlie	Herridge	Film & Visual
Jessica	Hylands	Confidence Coach
Ian	Jenkins	Swindells
Lesley	Jones	PFS UK Ltd
Ian	Kerr	Complementary Practitioner
Helen	Macaulay	HM Bookkeeping & Payroll
Oliver	Newby	Cavendish Communications
Simone	Oates	Homeopathyisamazing.com
Neal	Richardson	Impromptu/SPML
Elaine	Sammarco	GoCruise Eastbourne and Seahaven
Geoff	Sheridan	Premonition Design Ltd
Paul	Waller	Seaford Museum
Gary	Weston	The View/Seaford Town Council

Seaford Chamber AGM 2017 Presidents Report

So, what have we been up to over the last year? I think you will be amazed at how much was achieved.

- **EVENTS:**

Midsommer Burgers – 16 June at The View. Members from Lewes, Newhaven and Peacehaven chambers attended.

Charity Golf Day 23 September - £1500 raised for Barn Theatre

Christmas Party – held at Blatchington Golf Club 17 December. Attendance by 80

Social evening – 21 April curry night at Moon of India – great fun had by all

- **Breakfast Meetings**

Our Breakfast club has been getting stronger month on month with an average now of over **30**, which I think beats most of the other chambers in the area for attendance.

This I believe to be partly to do with Speakers:

June	-	Seaford Responders (Pete Gwilliam)
July	-	Locate East Sussex
August	-	visit to Rathfinney
September	-	Madison Solutions – Matt Chambers
October	-	making Tax Digital (Swindells)
November	-	Digital Marketing – Jerry Lyons
December	-	Pensions Auto Enrolment – Bryan Stott
January	-	Maria Caulfield MP
February	-	Seaford Town Council – Craig Williams
March	-	LoCASE – energy grants
April	-	Greg Anderson Locksmith

- **Markets**

- French 13 May and 16 September 2016

- Italian 29 July and Christmas Magic

- **In the Community**

- Input into the Neighbourhood Plan (GO represents)

- Input into Impact Seaford (GO represents)

- Assisted with stewarding for Christmas Magic and ran 'Best Window' competition

- Seaford chamber members invited to have input into a Feasibility Study for an Enterprise Centre at Cradle Hill.

- **Working with other Chambers - joint events include:**

- Karting Challenge – 12 June. Newhaven unfortunately won.

- Seahaven Business Awards – Seaford did very well in 2016, winning more than 50% of the awards.

- Discussions with Newhaven and Peacehaven chambers were held regarding a joint 'Seahaven Chamber' membership – however it was agreed the administrative element was prohibitive and each Chamber wished to retain its own identity.

- **New, improved website** launched in February – more to come in Matt’s report.
- **Social Media** - The Chamber now has its own dedicated social media specialist who posts regularly on events and news. Thank you Charlie
- **PR** – We had an Article submitted to Platinum Business Magazine featuring the Rathfinny story.
Sussex Business Times offered Seaford Chamber a 2-page spread which appeared in the March issue.
- **Representation to ACES** (Association of Chambers of East Sussex) especially relating to the Southern rail dispute. With interviews in the Guardian and other newspapers and magazines.
- **Seaford Chamber joined ASDTE** – a cross channel traders organisation where discounts are offered in Dieppe and East Sussex on production of a valid Newhaven-Dieppe ferry ticket
- **2020** will be the Chamber’s 65th anniversary. Looking to do something to celebrate this event – anyone interested in helping the Committee with some ideas on this?
- We introduced **Membership Discount Cards**, so all can benefit from deals like Corporate Membership at Wave Leisure and 10% off at Badger Inks.

Membership

As at 31 May 2016 the membership stood at: Full – 82, Ass 6 - Total 88

As at April 2017 membership is: Full – 84, Ass 7 - Total 91

That means since taking over as president 2 years ago, we have grown as a chamber from **57 to 91 members**.

Of course all of this could not have happened without our fantastic committee:

Paul Franklyn

Phil Boorman

Clare Davis

Gerri Ori

Ian Jenkins

Charlie Herridge

Matt Chambers

Dave Argent – Dave is unfortunately stepping down from the committee this year, due to other commitments. But we have sent him our thanks for all the hard work he put in on the markets and many other things

Rachel Brown – Made my life a lot easier as President. So I have a small gift for you to say thank you.