

Berkswell Society AGM

24th May 2018 held in the Jordan Room, St John Baptist Church, Berkswell

Apologies

John Thomas, Jim Ellis, Malcolm Hickin

1. Financial Report

Ken Shaw (Treasurer) gave a presentation on the Society's financial position in 2017. See appendix one. For the first time the accounts had been independently scrutinised and the scrutineer's report is shown in appendix two. The accounts would be posted on the Society's new web site and are available from the Treasurer.

2. GDPR

Andrew Burrow (Secretary) gave an over view of the impact of the General Date Protection Regulations on the Society. (appendix 3). The Society had a data base of addresses solely for the purpose of distributing a newsletter. Each copy of the newsletter had an unsubscribe option. The addresses were password protected. Policy was being drawn up to formally state this approach. This would be displayed on the Society's new web site.

3. Activities during the year

The Secretary gave a presentation in pictures of the Society's activities during 2017.

4. Election of the Committee

Two new members were elected to the Committee. Wendy Gault and Kay Howles. Malcolm Hickin had not indicated he wished to continue on the Committee but was still very active for the Society. Jane Edwards confirmed that she would formally be on the Committee following informal attendance over the last year. Other members of the Committee were re-elected. John Thomas, Alan Hanbury, Graham Lock, Bill Bailey, Jim Ellis, Andrew Burrow & Ken Shaw.

5. Discussion of issues within the parish

Issues of general interest were discussed as part of the parish assembly. See minutes of that meeting on the parish council web site

Appendix 1 – Financial accounts

Income and Expenditure Account			
For Year to 31 December 2017			
Income	2016	2017	
Berkswell Charities Annual Grant	450.00	450.00	
Parish Council Annual Grant		500.00	
Donations from Balsall Common Festival		30.00	
Dividends	862.32	698.32	
Bank Interest	0.40	0.14	
SMBC	38.00		
Balance of BSMOG Account	1.96		
Sponsorship of Tourist Sign Board	365.21		
	1,717.89	1,678.46	
Expenditure			
Parish Plants/Planters	1,497.98	1,137.27	
Tourist Information Board		365.21	
Best Kept Village Plaque		270.00	
Little Ray of Sunshine Café		30.00	
Scout House Donation		500.00	
CPRE Membership	36.00	36.00	
Heart of England in Bloom entry fee	55.00		
Traffic calming meeting	31.24		
Contribution towards traffic calming	1,000.00		
Plaque for Well	484.95		
Posts & laminating for NGS signs	112.11		
	3,217.28	2,338.48	
Uncleared cheques at 31st December 2017: £899.38			

Balance Sheet			
As at 31 December 2017			
	2016	2017	
Excess of Income/Expenditure	-1,519.39	-660.02	
Bank Accounts			
Opening balance at 1 January 2017	3,795.00	2,275.61	
Carried forward at 31 December 2017	2,275.61	2,514.97	
Represented by:			
Current Account	1,502.73	1,558.51	
Deposit Account	772.88	773.02	
BSMOG Dividend Account	0.00	183.44	
Closing Bank balance	2,275.61	2,514.97	
Less Uncleared Cheques at 31 December 2017		899.38	
Closing Cash Book Balance		1,615.59	
Investment Account			
Opening balance	9,134.13	9,599.50	
Dividends Paid	-862.32	-698.32	
Management Fees	-40.00	-40.00	
LEI Fee	0.00	-84.00	
Gain in 2016 and 2017	1,367.69	2,391.82	
Closing balance	9,599.50	11,169.00	
Outstanding Liabilities at end 2017			
Plants £53.96, Sign £40.60 (Paid March 2018)			

Appendix 2- Auditor's report

ACCOUNTS SCRUTINY REPORT

To the Committee of the Berkswell Society

For the year ended 31st December 2017

Introduction

I have been instructed by the Committee to review the financial information for the Berkswell Society for the year ended 31st December 2017 which comprises a summary of the Income and Expenditure for the year and a Summary of the Bank Accounts as at 31st December 2017.

Committee responsibilities

The Summary of the Income and Expenditure and the Summary of the Bank Accounts is the responsibility of, and have been approved by, the Committee. The Committee are responsible for maintaining books and records to support the preparation of the Summary of Income and Expenditure and the Summary of the Bank Accounts.

Review scrutiny performed

Closing balances on 31st December 2017 are confirmed as:

Cash Book	£ 1,615.89
Berkswell Bank	£ 2,644.97
Investment Account	£11,169.06

I have conducted my review by making enquiries of the Committee and examining the financial information in the books and records (including bank statements) maintained by the Treasurer on behalf of the Committee. My review has been substantially less in scope than an audit performed in accordance with United Kingdom auditing standards and, therefore, provides a lower level of assurance than an audit. Accordingly I do not express an audit opinion on the financial information. Some recommendations for improvements have been shared with the Committee.

Review scrutiny conclusion

On the basis of my review I am not aware of any material modification that should be made to the financial information as presented for the year ended 31st December 2017.

Richard Drake
Marivale, Green Lane
Balsall Common CV7 7EU


2nd May 2018

Attachment 3 – GDPR

The GDPR

- Burdensome but useful EU regulations
- **(f) Legitimate interests:** *the processing is necessary for your legitimate interests or the legitimate interests of a third party unless there is a good reason to protect the individual's personal data which overrides those legitimate interests. (This cannot apply if you are a public authority processing data to perform your official tasks.)*
- We send you newsletter with option to opt out
- Your e mail address is hidden on mails and held by one person and PC is password protected.