

1. Chairman's welcome

Nick Flook welcomed everyone to the meeting and outlined the agenda items.

2. Apologies for absence

Kay Bruce, Cynthia Pittaway, Alison Fowles, Caroline Shotton, Brian Shotton

3. Group Reports 2017-18

Nick went through the reports from our 4 main committees (Common, Events, Community and Communications) on the past year's activities and the projects and challenges for the coming year.

3.1. COMMON GROUP Chair: David Bell

At the 2017 AGM, Simon Dore stood down and David Bell volunteered to take on the lead role of the group. Simon's contribution in establishing the KHVA sub group was substantial and much appreciated. I think we are all aware of his subsequent illness and he has all our good wishes.

• Strengthening the Group

- During the year the Common Group was strengthened by the addition of Steve Glover, Ted Sulley and Nik Byrnes.

• The Common

- The early spring weather was not kind to the area; however, this was in contrast to the blazing summer weather. This combination of natural extremes contrived to produce a marked deterioration in the appearance and tidiness of the Common over the summer.
- We made contact with Mr Brenninkmeijer and, at his invitation, convened a meeting to discuss ongoing maintenance of the Common.
 - Mr Brenninkmeijer is keen to retain and maintain the appearance of the common but pointed out that feedback he receives is that some want the ground closely mowed and cleared, whilst others favour less stringent attention. So, despite best intentions, he cannot please everybody.
 - The contractor agreed that the next cut of the Common would be in early November (exact date being weather dependent).
 - There are also plans for clearing the area of the Common around the pond. The timing of this depends upon when the contractor has access to the appropriate machinery.
 - The placing of another waste bin has been explored; there is no objection to this and the location will be left to KHVA discretion.

• Remembrance Beacon

- A beacon was lit on the Knowl to tie in with the Centenary of the 1918 Armistice on November 11th (with the permission of Mr Brenninkmeijer). This was a St. Peter's initiative led by Sandra Baker and supported by KHVA. It was a very successful evening with around 50 people attending.

- **Bridle Path**

- As reported last year the bridle path between Knowl Hill and Waltham St Lawrence continued to suffer from joyriding incursions. Steps were taken by the RBWM Council and others to mitigate the issue and this has led to a marked improvement.

The Common Group goes into the new year with a positive outlook and some ideas for the way forward. The only cloud on the horizon is the potential impact of the joint council Minerals & Waste Plan for the Grundon site. The significant amount of work done by the “MuckMentum” initiative, on behalf of the village, should be acknowledged. The Common Group will continue to support their endeavours wherever possible.

Questions/Discussion

- i) How many cuts are planned for the common per annum and when for?

The prevailing opinion was that there should be a first cut in Spring and then a cut in late summer (August) once the flowers have gone to seed. We may or may not need a 3rd cut but this should not happen when the flowers are still in bloom. The look of the common should be kept natural (and not close mown) but the paths through it should be well-maintained.

- ii) When the council cut hedges, they use flail cutters which leaves a real mess by the side of the road (e.g. up Warren Row road and, more recently, on Knowl Hill Common).

Action: *The common group to keep an eye out and let Maureen Hunt know if any areas are left in a mess.*

- iii) The level of the pond is very low, despite the fact that the lining was meant to have been replaced. Why is this?

The pond is a dew pond which fills naturally according to the water table. The very dry weather this year has clearly led to it being lower than usual.

Action: *The Common Group to keep an eye on the water level and take action as required*

3.2. EVENTS GROUP Chair: Lesley Bell

The Events team is the largest of our groups and comprises: Lesley Bell (Chair), AY, Sandra Baker, Kim Simmons-Hodge, Helen Lacey, Ella Pucill, Debbie Fredericks, Colin Fowles, Tracey Cardinalli, Dawn Gray, Ted and June Sulley and Sue Sangera.

KHVA would like to take this opportunity to thank Ann and Brian Griffin for all their hard work and dedication to the village association and wish them well in their new home in the West Country.

- **Regular Events in the Calendar**

- Murder Mystery and Dinner in January
- Pantaloons Touring Open Air Theatre Company in July
- At the beginning of December, we hold a combined St Peter’s and KHVA Children’s Party and Annual Raffle
- At the annual Carol Service, the Village Association provides the mulled wine and mince pies

- **Additional Activities and Events**
 - An **Elvis** tribute act was introduced in the autumn, which was extremely well attended and will look to do something similar in the future.
- **Film Club**
 - As announced at last year's AGM, we introduced the **Film Club** in the autumn of 2017. With over 50 regular members, films are shown on the first Friday and Sunday of the month with occasional blockbusters on a Saturday evening accompanied by fish and chips. As this has been so well received, we will be renewing the licence for 2019. New membership details will be circulated shortly.
- **Mid-Summer Music**
 - The main event of 2018 was the **Mid-Summer Music** event held in June. KHVA would like to take this opportunity to thank everyone who participated in this event, without whose help, support and dedication this could not have been delivered. Colin Fowles was the main organiser and contributor so a special thanks to him and a special mention must also be made to David Bond for giving us his kind permission to use Bottle Meadow to hold the event.

As a result of putting on some great events, and with the support of everyone who attends these events we are able to raise funds to support our regular village activities such as CAMEO and to assist local charities.

There were no questions for Lesley.

3.3 COMMUNITY GROUP Chair: Ted Sulley

The Community Group has had a fairly busy year, it has maintained its core activities and added some new initiatives.

- **Hospital Driving Scheme**
 - With the departure of Ann and Brian Griffin our link with those operating the Hospital Driving Scheme became tenuous and there was a need to re-establish our links with this wonderful service, which is run by a Charity known as the Twyford and District Volunteer Centre (TWADVC). This involved lengthy discussions to sort out the working arrangements and we finally got agreement for the service to be continued, covering all of Knowl Hill. We were able to introduce a new volunteer driver and we understand that several Knowl Hill residents have been able to use the service successfully.
- **Charitable Donations**
 - Our support of our two local Charities continues and we were able to confirm with them that our contributions are appreciated and providing support.
- **Knowl Hill Academy Writing Competition**
 - The KHVA Writing Competition for Knowl Hill School was once again a great success. Thanks to increased funding we increased the prizes (book tokens) to 1st, 2nd and 3rd in each of the classes, whereas previously the classes had been

grouped together in twos. Richard Best provides outstanding support to the competition.

- **CAMEO**
 - This strong group continues to meet each month and this year we have had the Christmas Lunch meeting, a trip on the River Thames from Henley up to Hambleton and a summer Garden Party.
- **Welcome Pack**
 - The Welcome Pack continues to be used to welcome new Knowl Hill residents.
- **Bulb Planting**
 - The KHVA Bulb Planting proceeded again this year involving one or two young families, albeit the Council/Highways Agency in its wisdom dug up and removed the bulbs the following day to make way for a barrier along the edge of the A4.

Challenges for the coming 12 months for the group include:

- Try to get more people prepared to be volunteer drivers.
- Build a stronger reciprocal relationship with the school.
- Keep the CAMEO success story going and work on increasing the numbers of participants and volunteers.
- Review any new initiatives that the village sees a need for and implement as appropriate.

Questions/Discussion

i) Sadly, Ted is standing down as Chair. The meeting thanked him for his service.

ii) It was suggested that someone from the Community Group should engage with Planning at Wokingham Council regarding developing public transport links from Knowl Hill to Twyford (to take advantage of Crossrail).

This was accepted as a good idea but it was pointed out that the Community Group would need additional volunteers in order to progress new initiative.

Action: *Community Group to contact Meriel Johnson for further information as and when additional resource becomes available.*

3.4. COMMUNICATIONS GROUP Chair: Nick Flook

The Communications Group (Nick Flook, Chris Harper, Sandra Baker and Alison Fowles) had a fairly busy year publishing Knowl Hill News and supporting the Mid-Summer Music Festival. Sadly, Alison has resigned her position on the Group for the coming year.

- **Web Site, Facebook & Email**
 - Most of the effort goes into creating content, posters and advertising for events, CAMEO, Film Club, St Peter's etc.
 - Web site has been further enhanced, with an online calendar, What's On page and links to local bodies.
 - Facebook postings are proving to be active and popular, with increasing numbers of people being reached – for some postings in the high hundreds into the thousands.

- Mail is still an effective form of communication with a large proportion of our mailing list engaging (around 50% of emails are opened).
- **Knowl Hill News Magazine**
 - Very time consuming and expensive to put out, means we have to go to our sponsors again and again.
 - We are considering a move from the Knowl Hill News Magazine to a more regular single sheet “What’s Coming Up” to pop through letterboxes.
- **Communications with Local Bodies**
 - The group also keeps in touch with our local bodies, such as;
 1. RBWM with the assistance of Cllr. Maureen Hunt.
 2. Hurley Parish Council with the assistance of Cllr. Sandra Baker, Cllr. Geoff Priest and Cllr. Cynthia Pitteway.
 3. Muckmentum with the assistance of Meriel Johnson.

The focus for our efforts in 2018/19 will be;

- Building the Communications team by hopefully adding new volunteers.
- Providing training to make sure that more people are able to use and run the various platforms (Mailchimp, Wix, Facebook) that are used to support and promote the Village Association and other local events.
- Moving to the proposed new single page replacement for Knowl Hill News.

Questions/Discussion

There was general support for the idea of replacing the Knowl Hill News magazine with door-to-door single page fliers communicating upcoming events.

In terms of frequency of delivering fliers, Nick said he would like to do it quarterly, but it depends on him getting additional help in the Communications Group.

It was noted that fliers need to be thick enough to go through letterboxes with built in brushes.

4. Increasing Village Participation

Nick posed the question; “How do we increase participation in the village in general and, in particular, for things like Hospital Driving, CAMEO, Film Club and the KHVA Groups (Community, Events, Common, Communications)”?

The following ideas were generated:

- Have a targeted flier setting out the specific areas where volunteers are needed
- Use the MSM list of volunteers as a base and approach them personally to discuss other areas where they might be prepared to help (making sure we are clear and specific on roles/responsibilities)
- Ask Debbie Fredericks, who did such a great job of organizing volunteers for MSM, if she would lead this initiative

Action: Nick to approach Debbie

Action: Anyone who is interested in volunteering for anything in the meantime please contact AY

5. Treasurer's report (Nick on behalf of Sarah Sugden)

Nick went through the highlights of the report (attached to the end of these) Minutes.

There were no questions.

6. Election of officers

6.1. Chair (Nick Flook)

6.2. Vice Chair (Steve Glover)

6.3. Treasurer (Sarah Sugden)

6.4. Secretary (AY)

6.5. Chair of Events Group (Lesley Bell)

6.6. Chair of Community & Common Group

- It was proposed that the Community and Common Groups be combined and jointly chaired by David Bell and Steve Glover. This was approved.

6.7. Chair of Communications group

- Nick is looking for a new Chair for this Group to take over from him.
Nobody volunteered for this role in the meeting, so Nick will continue for the time being.

7. Any other business

7.1. Update from MuckMentum on the Minerals and Waste Plan and the campaign to oppose the further development and expansion of the Star works site.

Representatives at the meeting: Meriel Johnson, Rob White, Harry Sayer, Giles Meyrick.

MuckMentum has been formed as a group to:

- Raise awareness of the issue
- Bring the community together
- Oppose the inclusion of the Grundon's site in the JW&MP and get the site closed

They thanked the village for their support during the first consultation. There were 300+ responses and the vast majority were from Knowl Hill. As a result, the 4 counties have had to extend the 2nd consultation period from March '19 to June and are having to analyse the detailed objections submitted. MuckMentum also thanked Maureen Hunt for her on-going support and specific contribution.

MuckMentum asked for continued support from villagers and pointed out that this issue will affect us all in one way or another:

- Grundon's want to increase the amount of rubbish dealt with from 10k tons to 110k. Any proportion of this could be hazardous waste and the existing hydroclave is already emitting noxious smells and substances.
- There will be much more traffic generated, which will create noise and pollution throughout the village
- Grundon's claim they have the right to cut down the existing woodland on the site, so the foot and bridle path up to Crazies Hill will be severely affected

- The scope of their plan grows bigger all the time and they already are infringing against the existing controls put in place

Grundon's activities are governed by many different bodies and they use that to their advantage. The various bodies include: The Environment Agency (regarding the hydroclave), The Office of Traffic Commissioners (regarding the transport depot), the 2 Borough Councils RBWM and Wokingham (regarding Planning Applications).

MuckMentum have been putting pressure on all these bodies to ensure Grundon stick to the rules. Anyone with specific concerns about Grundon infringements should contact MuckMentum directly via their website. MuckMentum have also ensured that we understand our legal position and what can/can't be achieved. Maureen congratulated them on their hard work and achievements so far.

MuckMentum asked for villagers to support their opposition to the JM&WP in the next consultation and invited anyone with any relevant information to get in touch. MuckMentum asked for more support from the Parish Council.

Action: Nick to inform the village when Parish Council meetings are held (when the JM&WP is on the agenda) so that more villagers can attend

Action: Sandra to take MuckMentum's views back to the Parish Council

Action: MuckMentum members to attend Parish Council meetings when the JM&WP is on the agenda

Questions/Discussion

Q. Where does our local MP stand on this issue?

A. Theresa May has written to the Councils against the plan and received standard responses from them.

7.2. Sandra expressed the appreciation of St Peters Church for the support and help that KHVA provide in terms of donations, churchyard tidies, litter picks etc.

7.3. Sandra asked if KHVA hire out the marquees. The answer was that KHVA would be happy to consider doing so.

KNOWL HILL VILLAGE ASSOCIATION

AGM Report 12th November 2018

Treasurer: Sarah Sugden, ACMA, CGMA

Accounts for 1 April 2017 to 31 March 2018 (12 months)
and

Accounts for 1 April 2018 to 7 Nov 2018 (year to date)

NOTES

- The accounts have been prepared and are reported attached in two columns.
- The right column on the attached profit and loss report is the full 12 months 1st April 2017 to 31 March 2018.
- The left column represents the year to date accounts from 1 April 2018 to 7th Nov 2018.
- The next accounting year end for KHVA is 31 March 2019.

INCOME

- Income from 1 April 18 to 7 Nov 18 shows £13946; this includes £9863 from the successful Music Event in the summer and the Outdoor Theatre £1944 as the two key events for the year so far.
- Income for the prior 12 months to 31 March 2018 the income was lower as there was no Music Event. Elvis Night, Murder Mystery Evening and the outdoor theatre events last year were all a huge success and contributed to an overall profit for the year of £869 after all costs.
- On most events we aim to **cover costs** where possible apart from CAMEO (free) and some church events such as the Christmas party for children (at cost). The Association's profit from events is ploughed back into the village community either by charitable donations or small donations to school such as the writing competition or investing in items for the village – sound equipment, marquees, catering equipment etc. The Association is deemed to be a not-for-profit organisation.
- HMRC advised that if the association continues to have a '**small amount of profit**' and the Rules of the Association do not alter then there should be no Corporation Taxation to file and pay.

COSTS TO DATE

- CAMEO is free to all villagers who meet every month at the village hall.
- We have made charitable donations of £300 to St Peters Church and £300 to Hurley in Need Charity in both years (May timeframe each year).
- Insurance has been taken out for the village association's equipment and for public liability at small events (and for future equipment KHVA may purchase).
- KHVA have donated book vouchers to Knowl Hill School for a writers' competition for the two years noted.

EQUIPMENT PURCHASED IN YEAR

- KHVA have not purchased any equipment so far this year. A sinking fund is to be established so that future equipment or replacement of current equipment may be purchased.

BANK

- Cash in the bank as at 7 Nov 18 is £9089. 31 March 2018 at the end of the accounting year the bank balance was £6513.
- HMRC advised that if the association continues to have a '**small amount of profit**' and the Rules of the Association do not alter then there should be no Corporation Taxation to file and pay.
- All payments are discussed and approved by committee members at meetings before commitment of funds.

CUSTOMER

- No customer receipts are pending.

STOCK OF WINE/ DRINKS

- A small stock of wine and drinks is held for future events.

ACCRUALS

- A small amount of accrual is held for unforeseen circumstances – e.g. HMRC review and associated costs of taxation or an insurance claim.

P&L and B/S can be seen in the pages below.

KNOWL HILL VILLAGE ASSOCIATION

AGM Report 12th November 2018

Knowl Hill Village Association					
Profit And Loss Account					
For the year to date (7-Nov-18)			01-Apr-18		01-Apr-17
			to		to
			07-Nov-18		31-Mar-18
			£	£	£
					£
Income	Bingo Night		0		52
	CAMEO		0		300
	Church wine evening		153		73
	Donations		75		62
	Elvis Night		0		1,002
	Film club		699		290
	Hurley Parish for Equipt		0		190
	Murder Mystery Eve		0		2,606
	Music event		9,863		0
	Newsletter		0		450
	Outdoor Theatre		1,944		2,196
	Purchase of Stock (drinks)		358		0
	Quiz Night		854		54
	Race Night		0		1,456
	Waitrose Green Counter Scheme		0		229
				13,946	8,961
Expenses	AGM		0		-10
	Bank charges		0		-12
	CAMEO		-270		-953
	Charitable Donations		-600		-600
	Childrens Xmas party		-30		-20
	Church Carol Service		-24		0
	Elvis Night		0		-403
	Expensed Equipment		-50		-60
	Film Club		-739		-666
	Food prep course		0		-42
	Insurance		-239		-168
	MidSummer Music Event		-7,740		0
	Murder Mystery Evening		0		-2,035
	Newsletter		0		-298
	Outdoor Theatre		-1,398		-1,569
	Printing cost		-48		-104
	Quiz Night		-516		0
	Race Night		0		-780
	Repair and Maintenance		-27		0
	School Writing Competition		0		-90
	Stationery		0		-99
	Website-related		0		-184
	Writers competition		-180		0
				-11,859	-8,092
Net profit				2,087	869

KNOWL HILL VILLAGE ASSOCIATION

AGM Report 12th November 2018

Knowl Hill Village Association					
Balance Sheet					
For the Nov 18 AGM					
		1 April to 07-Nov-18 2019		01-Apr-17 to 31 Mar 18 2018	
		£	£	£	£
Customers	Haweli	0		400	
	Royal Oak (Public House)	0		125	
	Stubbings Nursery	0		100	
		0		625	
Debtors	Prepayments	0		-712	
		0		-712	
Bank	Current a/c	9,089		6,513	
		9,089		6,513	
			9,089		6,426
Suppliers	Stock of Wine	174		474	
		174		474	
Creditors	Accruals	-830		-554	
		-830		-554	
			-656		-80
Net assets			8,433		6,347
Shareholders' funds	Profit and loss account	6,347		5,478	
	Net profit	2,087		869	
			8,433		6,347
Total funds			8,433		6,347