

FIFTY-SEVENTH



ANNUAL GENERAL MEETING

The Annual General Meeting will be held on Monday 3rd June 2024 at 7.30 pm in the Classroom (Small Hall), Ground Floor, George Hurd Centre, Audley Way, Basildon, SS14 2FL.

Members are reminded that subscription levels are set at the AGM and fall due immediately upon the close of the meeting.

A large format version of this document is available on request.

AGENDA

1. Apologies for absence.
2. To confirm the minutes of the 56th Annual General Meeting held on the 5th June 2023.
3. Matters arising from the minutes not covered by this agenda.
4. Reports:
 - President's report.
 - Chairman's report.
 - General Secretary's report.
 - Treasurer's report, see appendix A for accounts.
 - Packet Secretary's report, see appendix B for accounts.
5. Subscriptions.
6. Election of Officers:
 - Chairman: Ian McElwain.
 - Vice Chairman: Charlie Mead.
 - General Secretary: Charlie Mead.
 - Assistant Secretary: Vacancy.
 - Programme Secretary: Ian McElwain.
 - Treasurer: Len Stanway.
 - Membership Secretary: Len Stanway
 - Committee members (2): Gary Green,
Alf Potter.
7. Appointment of Examiner. Maggie Thompson.
8. Appointments under the provisions of para 5.10 of the constitution.
The Committee may appoint persons to fill such specialist posts as may from time to time be necessary, which may include the following:
 - Public Relations Officer: Vacancy.
 - Packet Secretary: Len Stanway.
 - Librarian: Ian McElwain.
 - Examiner: Maggie Thompson.
 - Quizmaster: Previous winner.
 - Auction Secretary: Ian McElwain.
 - Auctioneer: Ian McElwain.
 - Archivist: Alan Taylor.
 - Newsletter Editor: Len Stanway.
 - Competition Registrar: Ian McElwain.
 - Delegates to such organisations as the Society may, from time to time, become affiliated:
Len Stanway (ABPS)
Len Stanway (AEPS)
Ian McElwain (AEPS)
Alan Taylor (AEPS)
9. Any other business.

Date of 58th Annual General Meeting: Monday 2nd June 2025.

MINUTES OF THE 56th AGM, 5th JUNE 2023

Due to the lift being out of order at the venue the meeting was hastily rearranged from the first floor to the ground floor Meeting Room with generous help from management and staff at The Place.

The meeting was opened by the President with a quorum of eight members present. There were three apologies for absence including the Chairman. Minutes of the previous AGM and the reports of the officers of the Society were made available to all members present before the start of the meeting and were posted on the Society website.

The minutes of the 55th AGM 2022 were approved along with reports from the President, Chairman, General Secretary, Treasurer, Packet Secretary, Membership Secretary and Webmaster. There was no report from the Auction Secretary who had retired due to ill health and in the absence of any auctions during the past year.

The following officers were re-elected: Chairman, I. McElwain; Vice Chairman, C.W. Mead; General Secretary, C.W. Mead; Programme Secretary, I. McElwain; Treasurer, L.C. Stanway; Membership Secretary, L.C. Stanway. Re-elected committee members: G. Green and A. Potter. The post of Assistant Secretary remains vacant.

The Society Accounts and Packet Accounts for the year 2021-22 were approved.

The meeting agreed an increase in the full member subscription rate to £17.00.

A letter from the Facility Manager at The Place was read to the meeting. This concerned the future of Council run leisure facilities at Pitsea.

In the absence of printed copies of the accounts for the year 2022-23 the meeting was adjourned until the next scheduled meeting of the Society on 20th June.

At the reconvened AGM on 20th June the Society Accounts and Packet Accounts for 2022-23 were approved.

The date of the 57th AGM was set for Monday 3rd June 2024.

C.W. Mead, 21 June 2023.

PRESIDENT'S REPORT

The last year has been another hard year for your officers, dominated by the prospect of closure of Pitsea Leisure Centre and the uncertainty over what would happen next. This has now been resolved by our return to George Hurd Centre. We can look forward to, perhaps, a couple of years in which to consolidate our position.

Meetings continue to have reduced attendance, but with signs of growth, so we must be optimistic.

The packet has been doing fairly well at retaining vendors and gaining some new ones, but returns continue to be pitifully small.

Our continued existence is due to the large amount of work and financial support given by a few members, especially our hard-working Committee. I would like to take this opportunity to express my personal thanks, and those of the Society as a whole, to all the members who have kept the Society going.

L.C. Stanway, 19 May 2024

CHAIRMAN'S REPORT

Welcome to our Third AGM to be held since the end of the coronavirus pandemic, our meetings programme has now resumed with the past twelve months being very eventful for the Society.

The transportation and storage of the display frames became a catalyst for change and the main reason why the Society moved away from the George Hurd Centre to the Pitsea Leisure Centre. I would like to take this opportunity to thank our President Len Stanway and Charlie Mead our Secretary for all their hard work to make our transition to the Pitsea Leisure Centre such a success.

I must also convey the Society's thanks to Len Stanway for continuing to manage the Society's finances and the club's exchange packet. Which he has carried out during a difficult time after the sad loss of this wife and with his own personal health issues. The stamp packet always seeks new vendors and circuit packet members. If you have some stamps to sell, please use the stamp packet for a cost effective and friendly way to sell your unwanted stamps.

I wish to express on behalf of all the members of our Society sincere thanks to the following members for all their hard work over the last twelve months.

- Len Stanway: Club President, Treasurer, Packet Secretary & Membership Secretary
- Charlie Mead: Vice Chairman, Club Secretary and Webmaster
- Committee members: Alf Potter, Gary Green & Harry Flatman (co-opted)

Finally, I am grateful for the continued support of the committee and our loyal members without whom we would not have a society.

I. McElwain. 23 May 2024

SECRETARY'S REPORT

Our brief tenure at Pitsea Leisure Centre has come to an end and we now find ourselves back in Basildon at the George Hurd Centre, this time with that all important on-site storage.

Over the past year we have enjoyed an excellent programme of meetings on a variety of topics. I would especially like to thank all those who took part in our members' evenings by showing some of the treasures from their collections along with those who took on the greater challenge of a whole evening's display. I would also like to thank my fellow officers and committee for their assistance and dedication throughout the year.

Please continue to support the Society and spread the word to recruit new members.

C.W, Mead, 20 May 2024

TREASURER'S REPORT

At the time of writing, the accounts for the last financial year were still being reviewed and are attached at appendix A for your approval. We are now paying over £100 a month for hall hire, and other overheads such as insurance and fees. The consequence is a substantial loss, and we have had to start dipping into reserves to pay the bills. The lower attendances at meetings has reduced our Attendance Fee income substantially. A rough-and-ready calculation suggested that, to cover costs, our membership subscription for the coming year would have to rise to about £100 per annum, which is clearly impossible for a provincial local

society (although subscriptions in other hobbies are often of that level). I will leave it to the AGM to decide what to propose for the coming year.

L.C. Stanway, 19 May 2024

MEMBERSHIP REPORT

Many members let their subscriptions lapse during lockdown, and, although paid-up membership rose when meetings resumed, it has not reached pre-Covid levels. Membership totals for the last six years are shown below. The present year's membership figures mask the arrival of three new members and a general gentle upsurge in activity. Associate members are non-local people contributing to the packet. Several inactive Life Members may still be alive. There are no junior members.

MEMBERSHIP NUMBERS:

Category	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24*
Member	21	20	10	14	15	14
Life (active)	4	5	5	5	5	3
Associate	19	20	17	22	12	9

(* One paid-up member resigned during the year)

L.C. Stanway, 19 May 2024

SUBSCRIPTIONS

Although the Committee do not propose a rise in subscription fees for the coming year members are reminded that the Society is running at a loss. The subscription rate for the coming season is therefore left open for the membership to decide.

PACKET SECRETARY'S REPORT

The accounts are attached at appendix B for approval. The Exchange Packet is operating smoothly, and financial results are slowly starting to recover, with two new members taking the packet.

I have not experienced difficulty in providing a packet at each meeting during the past year, with several new associate members providing material. Some key vendors have maintained good returns and continue to support the society at present. There are several packets ready for and awaiting circulation. Packets that have completed the circuit have all been audited, with just a few books awaiting later packets in the hope of making a positive sum to return to the vendor.

L.C. Stanway, 19 May 2024

WEBMASTER'S REPORT

The website was instigated in 1996 making Basildon one of the first philatelic societies in the world to have an Internet presence. It has continued to promote the Society over the intervening years. Your webmaster has maintained the site and kept it up to date as far as possible throughout the past year.

Contained within the site are resources for the benefit of members including the meetings programme, members' handbook, newsletter archive, information leaflets and templates for making up packet books.

C.W. Mead, 20 May 2024

APPENDIX A

BASILDON PHILATELIC SOCIETY - SOCIETY ACCOUNTS Reviewed accounts at 31 March 2024 for financial year 2023-2024

Income	2023-24	[2022-23]	Expenditure	2023-24	[2022-23]
Subscriptions - current (2023-2024)	£ 297.50	£ 202.00	Hall hire	£ 1,010.15	£ 1,159.48
Subscriptions - past	£ -	£ 4.00	Subscriptions in advance b/f	£ -	£ -
Donations	£ 14.00	£ 127.00	Public liability insurance (to 31Jul2023)	£ 38.75	£ 25.00
Attendance fees	£ 167.30	£ 151.00	Competitions	£ 12.00	£ 6.00
			Other meeting expenses	£ 109.60	£ 5.94
			Publicity	£ -	£ -
Raffle	£ 14.50	£ 16.00	Raffle	£ -	£ -
Refreshment	£ -	£ -	Refreshment	£ 1.35	£ 31.36
Stamp fairs	£ -	£ -	Stamp fairs	£ -	£ -
StampEssex souvenirs	£ -	£ -	StampEssex Souvenirs	£ -	£ -
Auction	£ -	£ -	Auction payments to vendors	£ -	£ -
			Auction overheads	£ -	£ -
			Auction insurance (to 31May2024)	£ 29.64	£ 29.64
Packet	£ -	£ -	Packet	£ -	£ -
Copier	£ -	£ -	Copier	£ -	£ -
			Newsletter	£ -	£ -
Box sales	£ -	£ 10.00	Handbook	£ -	£ -
			Programme cards	£ -	£ -
			Postage	£ -	£ 8.65
Library sales	£ -	£ -	Library purchase	£ -	£ -
			Subscriptions -		
			- AEPS (paid to 31Dec2024)	£ 11.90	£ 11.20
			- ABPS (paid to 31Dec2024)	£ 30.00	£ 36.00
			- BDAA	£ -	£ -
Floral tribute donations	£ -	£ -	Floral tribute	£ -	£ -
Trading income	£ 444.85	£ 0.83	Trading expenditure	£ -	£ -
Total income	£ 938.15	£ 510.83	Total expenditure	£ 1,243.39	£ 1,313.27
Cash flow this financial year	-£ 305.24	-£ 802.44			
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Starting petty cash	£ 103.24		Total Income	£ 938.15	
Ending petty cash	£ -		Total Expenditure	£ 1,243.39	
Change		-£ 103.24	Income over expenditure	-£ 305.24	
Starting bank balance	£ 1,404.82		Opening balance	£ 1,508.06	
Ending bank balance	£ 1,163.57		Total convertible assets	£ 1,202.82	
Change (Santander)		-£ 241.25	Other assets:		
			Debtors (Auction lots unpaid)	£ -	[]
Cash flow for this year		-£ 344.49	Photocopier	£ 1.00	[]
			- historic cost	£ 99.99	
			- less depreciation	-£ 98.99	
			Public address system	£ 1.00	
			- historic cost	£ 366.94	
Less depreciation 2022-23	£ -	£ -	- less donation & depreciation	-£ 365.94	
			Event shelter	£ 1.00	
			- historic cost	£ 63.59	
			- less depreciation	-£ 62.59	
			Trophies (Stamps, Thematic)	£ 1.00	
			- historic cost	£ 185.00	
			- less depreciation	-£ 184.00	
			Current asset value	£ 4.00	
Profit/loss for year	-£ 344.49		Other liabilities:		
Special items (StampEssex, depreciation, trading)	£ 444.85		Subscriptions in advance	£ -	
Profit/loss before special items	-£ 789.34		Creditors (Vendors to be paid)	£ -	[]
			TOTAL Society assets	£ 1,206.82	

Notes:

Prepared by: L C Stanway, Treasurer. Reviewed by: Mrs M.A. Thompson. Approved in Committee [date].

BASILDON PHILATELIC SOCIETY - EXCHANGE PACKET ACCOUNTS
Reviewed Accounts at 31 March 2024 for financial year 2023-2024

APPENDIX B

INCOME		EXPENDITURE	
Gross Sales	£2,009.22		
LESS: Postage deducted		£0.00	Postage
Membership fee deducted		£4.50	Membership to main account
Insurance fee deducted		£76.68	Insurance (paid to 28Feb24)
Commission deducted		<u>£165.04</u>	Stationery
Net sales due to vendors		<u>£1,763.00</u>	Paid to vendors
Membership collected on behalf of BPS	£13.00		Bank error
Exchange packet books	£0.00		Paid to BPS Main Account
Interest on high interest account	£45.34		
Bank adjustment	£0.00		
Total income	<u>£2,067.56</u>		Total expenditure
			<u>£1,600.78</u>
Cash flow this financial year	<u>£466.78</u>		

DISPOSABLE ASSETS

Petty cash brought forward	£53.42	Petty Cash in hand	£1,130.21
Bank balance brought forward	£2,410.77	Bank balance in hand	£1,310.57
High interest account brought forward	£3,766.61	High interest account in hand	<u>£3,811.95</u>
Total Brought forward	<u>£6,230.80</u>	Total current disposable assets	<u>£6,252.73</u>
Change in disposable assets	<u>£21.93</u>		
	<u>£6,252.73</u>		<u>£6,252.73</u>

ASSETS & LIABILITIES

Starting petty cash	£53.42	Liability resulting from:	
Ending petty cash	£1,130.21	Packets in circuit at 1Apr2023	£28.84
Change	<u>£1,076.79</u>	Packets in circuit at date (including money held for vendors)	£380.69
		Change in liabilities	£351.85
Starting bank balance	£2,410.77	Current net over/under payments	£105.87
Ending bank balance	£1,310.57	less +/- payments brought forward	£42.25
Change	<u>-£1,100.20</u>	Change in over/under payments	£63.62
Starting high interest account balance	£3,766.61	Increase in disposable assets	£21.93
Ending high interest bank balance	<u>£3,811.95</u>	less change in over/under payments	£63.62
Change	£45.34	less change in liabilities	£351.85
Increase in disposable assets	£21.93	Change in total assets for the year	<u>-£393.54</u>

RESERVE FUNDS

	2023-24	2022-23		2023-24	2022-23
Ending petty cash	£1,130.21	£53.42	Packets in circuit at date (including money held for vendors)	£380.69	£28.84
Ending bank balance	£1,310.57	£2,410.77	Current net over/(under) payments	£105.87	£42.25
Ending high interest bank balance	£3,811.95	£3,766.61	Net current liabilities	<u>£486.56</u>	£71.09
Total liquid assets	<u>£6,252.73</u>	<u>£6,230.80</u>	Change in reserve funds	<u>-£393.54</u>	-£132.91
less current liabilities	£486.56	£71.09			
Packet reserve	<u>£5,766.17</u>	<u>£6,159.71</u>			

PROFIT/LOSS (Closed packets)

	2023-24	2022-23		2023-24	2022-23
Postage deducted	£0.00	£0.00	Postage	£111.75	£89.45
Insurance fee deducted	£76.68	£76.71	Insurance	£68.79	£59.44
Commission deducted	£165.04	£162.26	Stationery	£0.00	£0.00
Exchange packet books sold	£0.00	£0.00	Bad debt written-off	£0.00	£10.47
Interest on high interest account	£45.34	£3.54	Payment to BPS Main account	£0.00	£11.20
Trading income	<u>£287.06</u>	£242.51	Trading expenditure	<u>£180.54</u>	£170.56
LESS: trading expenditure	<u>£180.54</u>	£170.56			
Trading profit for financial year	<u>£106.52</u>	£71.95			

Prepared by: L C Stanway, Treasurer. Reviewed by: Mrs. M.A. Thompson. Approved in Committee [date].