

**Cannock Chase Shed**  
**DRAFT AGM Minutes 30<sup>th</sup> May 2022**

16 Members in attendance + \*4 Visitors\* & 2 Apologies.

\* Phil Hewitt           Staffs County Councillor for Hednesford & Rawnsley.  
Vice Chair of SCC.

Adrienne Fitzgerald       Cannock Chase District Councillor for Housing,  
Heritage & Leisure - Portfolio Lead.  
Heath Hayes & Wimblebury Parish Councillor,  
Hawks Green Ward

Ivor Anderson       Aldridge Shed – Chair

Mark Perry           Aldridge Shed – Treasurer\*

Apologies from:

Debbie Burnett       Graham Burnett Trust.

Garry Jones        CEO Support Staffordshire.

1. Welcome and Apologies were given by Vice-Chair Leslie Jewkes.
  
2. A summary of the Minutes from the delayed 2021 AGM was given, covering:  
The accounting error of cashflow has been corrected and accepted by all those present. (Current year's members' fees had been included in previous year's accounts.)  
Two Committee members had retired.  
Electric, water, lighting, machinery and equipment had been obtained and installed, in accordance with Health & Safety regulations, with members' assistance.  
Charity Status was discussed and approval was given to start an application.  
There had been many donations of tools by drop in visitors.  
Insurance was fully covered.
  
3. Acceptance was proposed by Graham Johnson and seconded by Colin Mann.

Approved as correct by all those members who were present.

#### 4. Chair's Report – Dave Shaw.

Meetings with IHL (Museum of Cannock Chase), our landlord, to discuss more than one day's opening for the CCS have been held. They have concerns with children being on site, as they were when we opened originally on 2 mornings per week, but there now seems little chance of being able to open more than once a week.

The door to the Shed is a garage type with no insulation. We could at our cost improve the door but we would still have the container in the shed yard together with the old German telephone box that was given to us to dispose of, or sell, as we thought fit. However that offer was withdrawn and we are still waiting for MoCC to arrange its removal.

We have been offered use of the container on the carpark once it has been emptied but it leaks so is not suitable in its current condition.

Parking for disabled members has been a problem. We have one space only and there is a reluctance to allow us any further spaces.

Projects in hand include a very large sign for Hednesford Station requested by Friends of Hednesford Station.

A finger post for Hednesford Town requested by Friends of Hednesford.

West Midlands Ringing Group requested bird boxes for endangered species on the Chase.

Hednesford Town Council gave us money for the wood but because of shutdown during the pandemic we have not been able to start on this project until recently.

IHL asked us to make bird box kits for Redhill School. Not a popular job, as it is very repetitious, but we have done these before, so members agreed.

Members have also been renovating donated furniture and some machinery to raise funds.

There was a slow start on returning back to the Shed but now we are up and running again to full capacity. We have a waiting list as space is so limited.

The puppet theatre that we made for Friends of Hednesford park was a joy to do but we only just managed to finish and deliver it before the pandemic shutdown.

We made some special knitting needles requested by the Wool Shop in Rugeley. They are enormous ones specially for knitting rugs.

Member Tony Lyons, a First Responder, offered his expertise for a half day course of first aid training for members which did not filter through as we hoped but will be offered again this year, premises permitting.

5. Treasurer’s Report – An excellent financial report with projector display was given by Graham Johnson. Generous grants and donations were clearly shown.

This is the Accounts Summary:

Opening balance (bank + petty cash)		01/02/21	<b>7741.24</b>
<b>Description</b>			
	<b>Receipts</b>	<b>Payments</b>	
Member subscriptions	480.00		
Session fees	451.00		
Grants & Donations	3471.56		
Tools & Equipment		2765.09	
Projects		94.65	
Consumables		341.80	
Health & Safety		94.88	
Recurring annual expenses		846.98	
Hospitality		298.22	
<b>Total</b>	<b>4402.56</b>	<b>4441.62</b>	
Closing balance (bank + petty cash)			
		31/01/2022	<b>7702.18</b>

Printed copies were available for scrutiny.  
Thanks were given to the CCS Fundraiser.

6. Charitable Incorporated Organisation (CIO) Overview

Pete Ross initiated the process to become a charity and has worked to complete our application, which was approved by the Charity Commission in April 2022. He gave a brief history of the progress of CCS up to 2021 AGM and the proposal to transfer to a CIO.

7. A vote on the following resolution was held:

The existing Unincorporated Association known as Cannock Chase Shed, to be wound up and its remaining assets, after all debts have been paid, shall be given to the Charitable Incorporated Organisation known as Cannock Chase Shed.

The above resolution was accepted by 100% of the fully paid-up members in attendance who voted.

**The meeting then re-constituted as the Inaugural General Meeting of Cannock Chase Shed as a Charitable Incorporated Organisation.**

**(See below for Minutes)**

**Cannock Chase Shed – Charitable Incorporated Organisation**  
**DRAFT Inaugural GM Minutes 30<sup>th</sup> May 2022**

Present: 16 Members      4 Visitors (As above)

1. Welcome by Vice-Chair Leslie Jewkes.
2. Graham Johnson, Treasurer, confirmed all receipts and assets from the 'old' CCS have been transferred to the new CIO CCS.
3. The initial Trustees are:  
Dave Shaw, Leslie Jewkes, Barry James, Graham Johnson & Avril Green.
4. Speakers from Aldridge Shed – Ivor Anderson (Chair) & Mark Perry (Treasurer), who are also UK Men's Shed Ambassadors, led a Q&A session.  
They started with a brief resume of setting up Aldridge Shed and outlined their current procedures. Their development as a CIO gave us an inspiring vision of what could be achieved.  
A very informative 'questions and answers' time followed with plenty of information given back to CCS members' questions. Giving both encouragement and allaying fears related to our new Charitable status. Advice was given by the two Ambassadors and further leads to equipment, supplies and funding that we were not aware of.  
Contact numbers were exchanged for future reference.
5. Project Co-ordinator – Colin Mann has agreed to take on the role of Project Co-ordinator, made vacant during shutdown as Tim Cutler had work commitments that prevented him from continuing as a Shed member.
6. New Premises – The Chair reminded members that we need larger premises for equipment and tools, and more frequent access if we are to fulfil our intention of supporting more people who need our help. He asked that any information be passed on for the trustees to follow up.
7. Tool Request Forms – Graham passed tool request forms to every member present. He clarified that we may not purchase every item but if enough members asked for an item we would, if possible, purchase it.
8. AOB. There was no other business.

The Chair thanked everyone for coming, especially the visitors, and closed the meeting at 12.15 p.m.