

**Croft Good Neighbours AGM
1 December 2016
Venue: 17 Windermere**

Item	Detail	Action required by
<p>Attendance:</p> <p>Apologies:</p>	<p>Chris Greenhill, Nick Broughton, Kath Muir, Marjie Smith, Deb Summers, Jean Thomas, Janet Thompson, Diane Wing.</p> <p>Brian Whittaker, Geoff Bodycote</p>	
Matters Arising	It was agreed by all present to keep CGNS going.	
Agenda Items discussed	<p>ELECTION OF OFFICERS</p> <p>Chairman: agreed to remain in post. Secretary: Deb Summers volunteered and all agreed Treasurer: Janet Thompson volunteered and all agreed</p>	
Any Other Business	<p>Gill did not attend the meeting so there were no accounts brought forward.</p> <p>Secretary asked if we could use a Dictaphone to record the meetings as she has no computer at home and it would make it easier to type up the minutes. It was discussed and will be reviewed again at the next meeting. Deb and Janet will contact Marion for advice regarding their new posts as Secretary and Treasurer.</p> <p>Bank Account: Treasurer and secretary to become joint signatories with Chris. Chris will get a Mandate alteration form from Barclays which will need to be completed by the three officers and taken by Chris to Barclays. Janet and Deb will need to go to Barclays with ID later.</p> <p>Meeting to be arranged to sort out details re joint bank signatories, responsibility for DBS updates, etc.</p> <p>Janet will liaise with Gill re paperwork for her new post as Treasurer.</p> <p>Web Site: Do we keep it or not. It has not been updated but Gill did say she was willing to maintain it. Chris to discuss with Gill.</p> <p>Marion We all agreed that Marion is a great loss to CGNS and we thank her for the proficient and professional way she got the whole thing set up and for her offer to give support</p>	<p>Deb Summers</p> <p>Deb Summers Janet Thompson</p> <p>Chris Greenhill</p> <p>Deb Summers, Chris Greenhill & Janet Thompson</p> <p>Janet Thompson</p> <p>Chris Greenhill</p> <p>All</p>

	<p>to our new secretary as and when needed.</p> <p>We agreed to send her flowers and Chris will write Thank you note.</p> <p>Phone: It was agreed that we will find a more cost effective payment for the phone at the end of the present contract period.</p> <p>Phone Allocation</p> <p>Nick Broughton 26 November – 10th December Chris Greenhill 10th December – 7th January Marjie Smith 7th January – 21st January Diane Wing 21st January – 4th February Kath Muir 4th February – 18th February</p> <p>Thank you: Kath Muir made us all welcome again and also offered to have the next meeting at her house.</p>	Chris Greenhill
Date of Next meeting: Venue:	<p>Wednesday 15th February</p> <p>17 Windermere</p>	
	We all wished each other a very happy Christmas and a wonderful New Year.	