

NORFOLK FAMILY HISTORY SOCIETY

AGENDA, MINUTES, REPORTS and ACCOUNTS

for presentation at the

21st ANNUAL GENERAL MEETING

at

KIRBY HALL, NORWICH

on

14th OCTOBER 2017



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16/10/2017

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COMPANIES HOUSE



The 21st Annual General Meeting
of the
Norfolk Family History Society
will be held at
Kirby Hall, 70 St. Giles Street, Norwich, Norfolk, on
Saturday 14th October 2017 at 12.00 p.m.

AGENDA

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|-----|---|----------------------------|
| 1. | Apologies for absence | |
| 2. | Minutes of the A.G.M. of 15 th October 2016 | Resolution 1 |
| 3. | Matters arising from the Minutes of 15 th October 2016 | |
| 4. | To receive the Directors'/Trustees' Report for the year ended 31st March 2017 | Resolution 2 |
| 5. | To consider the Accounts for the year ended 31 st March 2017 (and the Auditors' Report therein) | Resolution 3 |
| 6. | To re-appoint ARGENTS, 15 Palace Street, Norwich, as the Reporting Accountants for the ensuing year and to authorise the Trustees to fix their remuneration | Resolution 4 |
| 7. | Re-appointment of Mrs Margaret Murgatroyd | see note 1
Resolution 5 |
| 8. | Re-appointment of Mr Michael Dack | see note 1
Resolution 6 |
| 9. | Re-appointment of Mr Phil Whiscombe | see note 2
Resolution 7 |
| 10. | To transact any other business of the Company | |



Note 1.

In accordance with Articles 37 & 39, the Trustees recommend that the following members of the board be re-appointed.

Mrs Margaret Murgatroyd, currently Transcript Check and Library Liaison was appointed to the Board 6th November, 2010 and re-appointed October, 2011 and October, 2014.

Mr Michael Dack, currently NORS Administrator and Webmaster, was appointed to the Board 6th November, 2010 and re-appointed October, 2011 and October, 2014.

Mr Phil Whiscombe, currently Kirby Hall Maintenance Manager, was appointed 1st April, 2014 and re-appointed October, 2014.



MINUTES of the 20th Annual General Meeting
of the **Norfolk Family History Society** held at Kirby Hall,
70 St. Giles Street, Norwich, Norfolk,
on Saturday 15th October 2016 at 12.00 p.m.

26 Members attended

The meeting opened with a welcome from the Chair and Membership Secretary, Jean Stangroom (JKS). She introduced the Trustees, in particular a new addition, Steven Tarttelin, and thanked them for their hard work during the past year:

Edmund Perry, the Company Secretary
Carole Taylor, Treasurer
Michael Dack, NORS Administrator
Carol Reeve, Volunteers Organiser
Margaret Murgatroyd, Cleaning Transcripts and Library Liaison
Phil Whiscombe, Kirby Hall Manager and Maintenance
Peter Steward, Editor of the Norfolk Ancestor and Publicity
Steven Tarttelin, Transcripts Organiser

She expressed appreciation to all the volunteers and especially to Mary Mitchell for the Monumental Inscription collection and for taking care of the front garden. Membership was rather slow with 91 joining in the last quarter resulting in just under 4,000 members. She didn't have a figure for visitors to the Library but this had slowed and was unpredictable depending on the session. The Society continues to add items to the website and the NORS database. The Family Trees (except roll-up versions) had been scanned to go on NORS in 2017. The Heritage days, Thursday and Sunday, in September, resulted in 39 people visiting Kirby Hall. Transcribing is still strong but checking remained a priority before placing transcripts on NORS.

1. Apologies for absence: 56 Proxy forms were received plus 8 emails giving authority to the Chairman to vote for all the Resolutions. 27 apologies were received, including that of Margaret Murgatroyd, a trustee.

2. Minutes of the 19th A.G.M. of 19th October 2015 (copies displayed via the NFHS Website)
Resolution 1. proposed by Phil Whiscombe; seconded by Roger Peck. Carried with no abstentions. [64 Proxy Votes For the Resolution]. Signed by the Chairman.

3. Matters arising from the minutes of the 19th AGM: None

4. To receive the Directors'/Trustees' Report for the year ended 31st March 2016.
Resolution 2. proposed by Val Parsons and seconded by David Catchpole. Carried with no abstentions. [64 proxy votes For the Resolution]

5. To consider the Accounts for the year ended 31st March 2016

Resolution 3 proposed by the Chairman and seconded by Julian Turner. Carried with no abstentions [64 proxy votes For the Resolution]

6. To re-appoint ARGENTS 15 Palace Street, Norwich as the Reporting Accountants for the ensuing year and to authorise the Trustees to fix their remuneration.



Carole Taylor, the Treasurer said Argents do not do a full audit but produced figures from accounts supplied. Recently their fees had risen by £75 but she had negotiated a 5-year deal at £1200 per annum.

Resolution 4 proposed by the Treasurer and seconded by John Dyball. Carried with no abstentions [64 proxy votes For the Resolution]

7. Re-appointment of Carole Taylor (Treasurer)

Resolution 5

8. Re-appointment of Edmund Perry (Company Secretary)

Resolution 6

9. Re-appointment of Steven Tarttelin (Transcripts Organiser)

Resolution 7

These Resolutions were taken en bloc – Proposed by Michael Symonds and seconded by Mary Mitchell. Carried with no abstentions [64 Proxy Votes For the Resolution]

10. Any Other Business

Mary Mitchell asked about future transcribing. Given the material now on the internet - Ancestry, Findmypast, the Genealogist and Family Search - what was the trustees' view about continuing to transcribe/putting items on NORS?

Jean Stangroom mentioned there had been a suggestion to transcribe items not on these sites. Steve Tarttelin said the trustees are looking at the best way forward in using present resources and there would be an article about this in the December issue of *The Norfolk Ancestor*. Val Parsons supported transcribing but thought prioritising a good idea. However, she didn't want a decision to reduce content on NORS – not everyone had access to the internet sites. Mike Dack pointed out that NFHS membership and access to NORS was far cheaper than any of the other sites. Edmund Perry explained some of the issues surrounding the filming of new registers at the Norfolk Record Office particularly whether the NRO has a prior agreement with The Genealogist which might prohibit the NFHS from doing this. He would contact the County Archivist, Gary Tuson, for clarification.

Phil Whiscombe asked if the audience had any suggestions about the Kirby Hall facilities as long as they were not too expensive. Val Parsons thought the larger screens were much better. Mary Mitchell mentioned several keyboards were stiff. Phil said they could be replaced but such matters should be recorded in the fault file provided in the library.

Jean Stangroom asked if anyone had an opinion about NORS. Several volunteers said they didn't use it and preferred to use Astrogrep in the Library.

Val Parsons thought *The Ancestor* was a good read and thanked the Editor, Peter Steward, who mentioned that 1,100 people now used the Society Facebook with numerous successful exchanges. He monitored this and had removed a few inappropriate messages and entries for sale items but generally allowed anything to do with history which might interest people. Jean Stangroom liked the photos which had appeared.

Val Parsons raised the matter of repainting the outside of Kirby Hall and didn't like the terracotta image which had been circulated. The Secretary said he didn't like the turquoise blue which had become very dirty and showed all the cracks. Phil Whiscombe is actively looking for a decorator to paint some sample panels to view; no decision had been made on the colour.

Edmund Perry mentioned the empty Registry building next door and thought that its future use, whether for flats or offices, might impact on Kirby Hall particularly if planning permission is now required to paint the building a different colour.

Meeting Closed 12.30 pm.

Edmund G. Perry
Company Secretary
NFHS