



East Oxford Farmers' & Community Market
EVERY SATURDAY 10am-1pm

Co-operatively run for the benefit of the East Oxford community

www.eastoxfordmarket.org.uk

Annual Members' Meeting for Jan.–Dec. 2018

20 May 2019

Susie Smith Room, Old Music Hall,
106–108 Cowley Rd



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Welcome

- Thank you for coming to our annual meeting for members:
 - Stallholders
 - Local residents
 - Volunteers
- Our volunteer management committee report back to you about 1 Jan. to 31 Dec. 2018



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The committee 2018/19

- Venina Bland (res)
- Jules Coates (res)
- Martha Crockatt (res)
- Tina Friedrich (res)
- Frederik Ferner (res)
- Rune Lyngsoe (res)
- Ian Paxton (sta)
- Annette Shaw (res)

Officers were:

- Frederik – chair
- Rune – treasurer
- vacant– vice-chair
- Kat Luddecke – company secretary, membership administrator
- Dave Homfray (not on committee) – H&S Officer, with Jules H&S rep on committee

We need more people for 2019/20 to help share the work 😊



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Members' vote: minutes of last AMM

Members are asked to agree the following as a correct record of the meeting held on 23 May 2018, adjourned to 30 May (as not quorate):

- Draft minutes of East Oxford Farmers' & Community Market Annual Members Meeting for 2017



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Chair's report – Frederik

- Committee meet 6 times during 2018, though finding dates for quorate meeting has been challenging
- Finding Managers to oversee individual markets was (and is) challenging



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Chair's report (ctd.)

- First ever Saturday market cancelled in March due to snow and ice
- Communication with School improved
- Small layout changes to address accessibility issues



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H&S report – Jules

The market isn't an unsafe place. Customers, stall holders and volunteers behave in a reasonable and predictable way when at the market.

Our need is to ensure that we aren't complacent and don't have accidents. To that end we have a couple of projects in mind at present:

- to better understand and control vehicle movements in the playground during the market
- to produce a tick box Risk Assessment form for managers to complete at each market which is to be done at the annual Safety Pack review in July.

A positive improvement during 2018 has been better communication with the school through our chairman, Frederik, and their manager Shefali.



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Market Co-ordinator Report – Elise



Note: this report includes some information for the current year (2019) too



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- The number of new stall enquiries has gone up again
- The market is now so full every 3rd Saturday that it will be expanding in to the side area behind the Children's Centre
- The veg stall queue is so long that the stall till has been moved to the other end to stop the queue from blocking other stalls



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- SESI have brought in a separate 'small number of items' till to cut down on waiting times on busy days
- The cake stall slot is now full every week.
- We have two additional stalls selling one type of cake – Transylvanian Cake (chimney cake) and Tuga Pastries (Portuguese tarts) – which means we can have more than one cake stall on those Saturdays



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New stalls over the last year

Bodmash, Celia's Bakery, Clear Space for Me, Cranston Pickles, Culture Blend Products, Crust Bakes, Punam's Printing Blocks, Linden Chocolate Lab, Littlemore Candle Co, Mighty Pie Co, Once Upon a Rag Doll, Pizza Boys Bicester, Pull the Plastic, Salt Pig Co, Shakti Kitchen, Spurtle & Spoon, Tamden Festival, Team Tea, Transylvanian Cake, Tuga Pastries, Vicky Lauren Deserts, Wild4Seeds



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Cafe

- Several cafés have had to withdraw due to family illness
- This has left the market without a café on a few occasions
- Market Committee and Manager ran successful tea and cake stall as a pop up café which worked well as a last minute fill in



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Social Media

- Social media posts have been increased with at least 10 in the few days before the market
- More people are liking and sharing
- Boosted posts for special events – Pumpkin Festival, Xmas markets – have reached a wider audience
- What next? Set up an Instagram account



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Christmas Markets

- The dates of each Saturday in December made it difficult to book bigger markets at the start and end of the month
- Only one market was big enough to move in to the playground – the rest were normal size
- Biggest market was on a windy day so stalls were spread out against walls, railings, or trees, which made the market look a bit sparse
- Xmas tree stallholder had a back injury so no trees
- Some old stalls came back for December



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Volunteer co-ordinator's report

Saturday volunteers

- 24 volunteers, 95 filled shifts @1.5 hours
- A few unfilled shifts
- From 1 to 20 shifts each, average 4 a year
- 142.5 hours = £1,140 @£8ph
- Mostly local residents

Other volunteers

- Managers are now paid £20 a shift so not counted
- Management committee, 6 meetings = £720 @£8ph
- Not counting work outside meetings, e.g. H&S, repairs, AMM, promotion etc.
- Plus: chair, treasurer, company secretary (30h), membership admin (18h) and volunteer co-ordinator (31.5h)

THANK YOU



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Membership report (1)

- Key benefits remain – have a say and a vote!
- Not enough (volunteer) time to do more
- New procedures for removing members from register due to:
 - 1) having lost contact, or 2) actively resigning
- Updated membership strategy agreed by committee (inc. GDPR requirements)



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Membership report (2)

- **End of 2017:** 116 total (of which 62 paid up)
- Renewals during 2018: 39 paid up, 2 honorary members with fees waived = 41 total
- New during 2018: 15 (all paid up)
- Left in 2018: 5 active resignations, 30 not paid up for two years = 35 total
- Leaves **end of 2018:** 96 total (of which 56 paid up)



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Treasurer's report – Rune

See the [full report here](#)

Note: in line with FCA requirements, a copy of the Profit & Loss Account and the Balance Sheet will be printed out and signed (in duplicate) by the secretary and two committee members of the society acting on behalf of the society's committee



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Members' vote: auditor

Committee asks you to agree the following:

- **The members exercise their power and decide to allow the society not to undertake a full professional audit for the year of account in question** (in accordance with section 84 of the [Co-operative and Community Benefit Societies Act 2014](#)).



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Members' vote: new committee

- Venina Bland (res/vol)
- Ruthi Brandt (res/vol)
- Julian Coates (res/vol)
- Martha Crockatt (res)
- Frederik Ferner (res/vol)
- Rune Lyngsoe (res/vol)
- William Mankelow (res/vol/sta)
- Any others?

Notes:

- *looking for new members – and managers too 😊*



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Special Members' Meeting: Rules change

- special members' meeting needed for this (7.1-4)
- proposals based on updates agreed with the Financial Conduct Authority by the Plunkett Foundation who provided our original rules
- most for clarification or bring the rules in line with the new Co-operatives Act 2014

All proposed changes advertised in advance via 'Get involved' page of our website and directly at:

<https://data.eastoxfordmarket.org.uk/owncloud/s/mreEYnorzTWyep4#pdfviewer>



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Rules change - vote

Members are asked to vote on the proposed changes in two sets:

1. Change to Rules 5.15 – reduce quorum for management committee meetings from five to three members
2. All other changes – as shown / discussed



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Any other business?