

## **KENT HISTORY FEDERATION**

**Minutes of the Annual General Meeting held at 2.00pm on Friday 1 June 2018,**

in the Council Chamber, County Hall, Maidstone

### **Present**

Mrs Jackie Grebby (Chairman and Editor), Dr Maurice Raraty (Vice-President and Vice-Chairman), Revd Dr Peter Rowe (President and Reviews Editor), Mr Robin Thomas (Treasurer), Mrs Jenny Blackburn (Member of KHF Executive Committee), Dr John Whyman (Personal Member) and 13 representatives of affiliated societies.

### **1. Apologies for absence**

Apologies had been received from Dr Tim Moreton (Kent Portrait Survey), Mr Richard Linning (KHF Committee and Sandwich), Anne Chalk (Bearsted), Dr John Bulaitis (Canterbury Christ Church University), Dr Sheila Sweetinburgh (Canterbury Christ Church University), Bryan More (Capel), Jane More (Capel), David Collard (Cranbrook), Alan Taylor (Folkestone), Janet Adamson (Folkestone & District Family), Alan Ridgers (Gravesend), Jean Tustin (Otham), Jacqui Linning (Sandwich). Dr Sandra Dunster (University of Greenwich) and Dr James Farley (University of Kent).

### **2. Minutes of the Annual General Meeting held on 2 June 2017**

These were approved as drawn and signed by Mrs Grebby.

### **3. Matters arising (not dealt with anywhere else in the Agenda)**

None.

### **4. Chairman's Report**

Mrs Grebby began by talking about the recent letters that she had sent to individuals on the Federation's data base (which she oversees) concerning the recently introduced General Data Protection Regulation (GDPR). The required action from recipients of her emails was that they respond to her direct to confirm that they are content for the Federation to hold personal data concerning them, and to use it only as envisaged in the emails sent to them. Those who do not respond to Mrs Grebby will have all their personal data removed from the data base, and will hear nothing further from the Federation. She stressed that if one person responded saying that consent was given by that person and also by other persons, the consent thus purportedly given by other persons would be disregarded and their personal data would be deleted. Every individual on the data base was required to give their individual consent for their personal data to be retained by the Federation.

She thanked members of the Federation's executive committee for their support during the previous year and reported that, as he had said a year ago, Dr Rowe was retiring from the post of Secretary, although he was standing for re-election as Reviews Editor, and would continue to be the Federation's President, there being several years of his tenure of that office still to run. Mrs Grebby said that nominations would be sought for both a new Secretary and a minutes secretary (the latter to cover the four quarterly meetings and the four committee meetings held each year).

She also thanked Canterbury Christ Church University for organising the 2018 One Day Conference on behalf of the Federation, which had been a thoroughly enjoyable and a great success. Particular mention was made of Dr Sheila Sweetinburgh who had overall charge of the arrangements. A letter of thanks would be sent to her on behalf of the Federation.

Dr Nick Hudd wished to associate himself with Mrs Grebby's thanks to the officers of the Society. Dr Susan Pittman said that her own society, like the Federation, was having increasing difficulty in getting members to take on organisational roles.

### **5. Treasurer's Report**

Mr Robin Thomas presented to the meeting the Accounts for the year ended 31 March 2018 (attached). He pointed out that the accounts showed the figures for the year ended 31 March 2016 as well as for the years ended 31 March in both 2017 and 2018, from which it could be seen that the Federation's net assets year by year were looking good.

That said, the Federation still owed KCC for room hire over about four years, which had not been billed even though this was specifically drawn to KCC's attention when room bookings for 2018 were being made. As in the recent past, he would only keep about £1330 in reserve to cover County Hall room hire charges from KCC (sufficient to cover about five meetings).

One Day Conferences always spanned the accounts for two years, and so complete figures for an ODC could not be given in the body of the accounts. For that reason, the details for Sandwich in 2017 and Smarden in 2016 were shown after the accounts. The 2018 ODC had made a profit of £582, of which half (£291) would be passed to Canterbury Christ Church University in accordance with the usual practice of sharing profits between the host society and the Federation.

Mr Thomas offered to answer questions but none were raised.

Jenny Blackburn proposed, seconded by Dr Nick Hudd, that the Accounts be approved. This was approved unanimously by the meeting.

## **6 Election of Officers, the Executive Committee, and the representatives of the Federation to BALH**

The nominees mentioned below, having been proposed by the Executive Committee, and the Executive Committee's nominees having been approved *en bloc* by the meeting, the following people were elected *nem con* to the posts preceding their names:

- 6.1 Chairman: Mrs Jackie Grebby
- 6.2 Vice-Chairman: Dr Maurice Raraty
- 6.3 Secretary: *No nomination received*
- 6.4 Treasurer: Mr Robin Thomas
- 6.5 Editor of the *Journal*: Mrs Jackie Grebby
- 6.6 Reviews Editor: Revd Dr Peter Rowe
- 6.7 Kent Portrait Survey: Dr Tim Moreton
- 6.8 Executive Committee: Mrs Jennifer Blackburn (Rusthall)  
Mr Richard Linning (Sandwich)  
Dr Sheila Sweetinburgh (Canterbury Christ Church University)
- 6.9 KHF rep to BALH: Miss Susan Lavender

(Note: President, Vice-Presidents and Personal Members are elected for five years. All other office holders are elected for one year. None of the President, Vice-President or Personal Members was due for re-election in 2018.)

Mrs Grebby asked if anybody else would be interested in joining the Executive Committee. She also repeated her request that there be nominations for both Secretary and Minutes Secretary. Mrs Grebby explained that if anyone were interested, they should contact her and she would arrange for them to be co-opted to the Committee until the next AGM.

## **7. Any other business**

None.

## **8. Date of the next Annual General Meeting**

The next Annual General Meeting of the Federation would be held on Friday 7 June 2019, and it was anticipated that it would be in County Hall, Maidstone, as usual.

There being no further business, the Chairman closed the meeting at about 2.35 pm.

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Date:

Chairman

*Attachment: Annual Accounts 2017-18 referred to in the first paragraph of Minute 5 above.*

Kent History Federation

Accounts for the year ended 31 March 2018

	2018	2017	2016
	£	£	£
<b>Income and Expenditure</b>			
<b>Income</b>			
Affiliation Fees and Donations	<b>1,695.00</b>	1,593.00	2,125.00
Day conference	<b>2,602.00</b>	2,156.50	1,998.00
Bank Interest	<b>26.92</b>	34.12	42.27
Journal including advertising	<b>1,780.40</b>	1,851.80	1,834.77
	<b>6,104.32</b>	5,635.42	6,000.04
<b>Expenditure</b>			
Administration and website	<b>-394.86</b>	-163.68	-430.14
Hall Hire	<b>nil</b>	nil	nil
Journal	<b>-2699.09</b>	-2951.37	-3026.08
Insurance	<b>-75.00</b>	-65.00	-65.00
Donation	<b>nil</b>	-500.00	nil
Day conference	<b>-2,434.54</b>	-1,860.70	-1,315.81
	<b>-5603.49</b>	-5540.75	-4837.03
Surplus/ (Deficit) for year	<b>500.83</b>	94.67	1,163.01
Balance at Beginning of year	<b>9,986.04</b>	9,891.37	8,728.36
Balance at End of year	<b>10,486.87</b>	9,986.04	9,891.37
<b>Held as</b>			
Santander Current Account	<b>4,669.42</b>	4,238.01	4,177.46
Santander Deposit Account	<b>77.83</b>	35.33	35.33
National Savings Account	<b>5,739.62</b>	5,712.70	5,678.58
Cash	<b>nil</b>	nil	nil
	<b>10,486.87</b>	9,986.04	9,891.37
<b>Amounts due for payment</b>			
Hall Hire - estimated	<b>-1,330.00</b>	-1,330.00	-1,330.00
<b>Amounts received /paid in advance</b>			
Canterbury (Sandwich) )Visit	<b>-1,207.00</b>	-1,400.00	-1,427.00
Expenses Canterbury (Sandwich)	<b>nil</b>	nil	nil
Journal of Kent History prepaid	<b>-350.00</b>	-350.00	-350.00
Affiliation Fees 2018/9 (2017/18)	<b>-1,050.00</b>	-1,065.00	-1,140.00
Net assets at 31 March 2018	<b>6,549.87</b>	5,841.04	5,644.37

Notes

The amount shown for affiliation fees is the amount received in the year

The amount shown as prepaid for the journal has been estimated

These accounts have not yet been independently reviewed

Amounts due for hall hire are estimated

R G Thomas Treasurer

30-Apr-18

	Sandwich	Smarden
<b>Income</b>		
2016/7	1400	1427
2017/8	1395	756.5
<b>Expenses</b>		
2016/7	nil	nil
2017/8	-2434.34	-2156.5
Profit	360.66	27