

KENT HISTORY FEDERATION

President: Revd Dr Peter Rowe
Vice-President: Dr Maurice Raraty
Chairman: Mrs Jackie Grebby
Vice-Chairman: Dr Maurice Raraty

From the Acting Secretary
The Revd Dr Peter A. Rowe

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May 2019

You are invited to the 2019 Annual General Meeting of the Kent History Federation,
at which it is anticipated that the Federation will be dissolved,
to be held at 1.00pm on **Monday 3 June 2019**
in the Kent History and Library Centre, James Whatman Way, Maidstone, Kent ME14 1LQ.

AGENDA

1. *Apologies for absence*
2. *Minutes of the last Annual General Meeting (1 June 2018)*
3. *Matters arising (if not dealt with elsewhere on this agenda)*
4. *Minutes of the last quarterly meeting (4 March 2019)*
5. *Matters arising (if not dealt with elsewhere on this agenda)*
6. *Treasurer's Report including presentation of the Accounts for the year ending 31 March 2019*
7. *Election of Officers, the Executive Committee, and the representative of the Federation to BALH*

There are no nominees from the Executive Committee for the following posts which ordinarily would be filled for the following year at the AGM:

- | | | |
|-----|--------------------------------------|----------------|
| 7.1 | Chairman: | No nomination |
| 7.2 | Vice-Chairman: | No nomination |
| 7.3 | Secretary: | No nomination |
| 7.4 | Treasurer: | No nomination |
| 7.5 | Editor of the <i>Journal</i> : | No nomination |
| 7.6 | Reviews Editor of the <i>Journal</i> | No nomination |
| 7.7 | Kent Portrait Survey: | No nomination |
| 7.8 | Executive Committee: | No nominations |
| 7.9 | KHF rep to BALH: | No nomination |

Under the Constitution, the President, Vice- President and Personal Members of the Federation are elected for five years at AGMs. Those whose five-year terms expire at this AGM are as follows:

Vice President: Maurice Raraty
Personal Members: Shiela Broomfield, Bronwen Sadler and Mary Tidnam.

None are nominated for re-election. Under the Constitution, the President and some other Personal Members would have continued in office until subsequent years. If the Federation is dissolved that will obviously no longer be the case.

8. *Chairman's Report including report on matters specified in the Resolution passed at the 4 March 2019 quarterly meeting*

The Chairman will make the Report the latest draft of which is attachment 4 to this Agenda, such Report being amended as necessary to bring it completely up to date as at the time of the meeting.

After any discussion that might arise and the answering of any questions, the following Resolution (1) will be put to the meeting:

RESOLVED THAT the Kent History Federation do formally adopt and ratify all the steps taken or to be taken by the current officers and executive committee of the KHF as set out in the Chairman's Report to the meeting (made pursuant to the Resolution passed at the Federation's 4 March 2019 quarterly meeting).

(Proposer: Mrs Jackie Grebby; Seconder: Revd Dr Peter Rowe)

[The wording of the Resolution passed on 4 March 2019 can be found in the attached minutes of that meeting.]

9. *Dissolution of the Kent History Federation*

After any further discussion that may be thought necessary, and pursuant to the resolution passed on 4 March 2019 (referred to above), the following Resolution (2) will be put to the meeting:

'RESOLVED THAT pursuant to the provisions of Paragraph 10 of the Constitution there be added a new Paragraph 11 to the Constitution to read as follows:

'11. DISSOLUTION — A resolution to dissolve the Federation may be put at an annual general meeting of the Federation including (for the avoidance of doubt) at the annual general meeting at which this Paragraph 11 was added to the Constitution (being that held on Monday 3 June 2019), provided that such resolution to dissolve is approved by at least two thirds of those present and voting.'

(Proposer: Mrs Jackie Grebby; Seconder: Revd Dr Peter Rowe)

If that Resolution is passed, this further Resolution (3) will be put to the meeting:

'RESOLVED THAT the Kent History Federation be dissolved with effect from the end of the annual general meeting held on 3 June 2019, and that notwithstanding such dissolution the provisions of Paragraph 3 of the Resolution passed at the quarterly meeting of the Federation passed at its meeting on Monday 4 March 2019 shall continue in force such that the current officers and executive committee of the Federation shall continue to have power to take all remaining necessary steps to give effect to the orderly dissolution of the Federation.'

(Proposer: Mrs Jackie Grebby; Seconder: Revd Dr Peter Rowe)

10. *Any other business*

THE AGM WILL BE FOLLOWED BY PRESENTATIONS ON HORATIA NELSON BY DR NICK HUDD (TENTERDEN) AND ON THE GRAVENEY BOAT BY DR CHARLES TURNER (FAVERSHAM)

Attachments:

1. Minutes of AGM held on 1 June 2018
2. Minutes of quarterly meeting held on 3 March 2019 (sans reports therein mentioned)
3. Constitution of the Kent History Federation as last amended at AGM held in June 2003
4. Latest Draft of Chairman's Report at Item 8 on Agenda (to be updated as appropriate at the meeting)

Attachment 1

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.

.....
Chairman

Date:

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 |
|------------------------------------------|------------------|-----------------|-----------------|
| | £ | £ | £ |
| Income and Expenditure | | | |
| Income | | | |
| Affiliation Fees and Donations | 1,695.00 | 1,593.00 | 2,125.00 |
| Day conference | 2,602.00 | 2,156.50 | 1,998.00 |
| Bank Interest | 26.92 | 34.12 | 42.27 |
| Journal including advertising | 1,780.40 | 1,851.80 | 1,834.77 |
| | 6,104.32 | 5,635.42 | 6,000.04 |
| Expenditure | | | |
| Administration and website | -394.86 | -163.68 | -430.14 |
| Hall Hire | nil | nil | nil |
| Journal | -2699.09 | -2951.37 | -3026.08 |
| Insurance | -75.00 | -65.00 | -65.00 |
| Donation | nil | -500.00 | nil |
| Day conference | -2,434.54 | -1,860.70 | -1,315.81 |
| | -5603.49 | -5540.75 | -4837.03 |
| Surplus/ (Deficit) for year | 500.83 | 94.67 | 1,163.01 |
| Balance at Beginning of year | 9,986.04 | 9,891.37 | 8,728.36 |
| Balance at End of year | 10,486.87 | 9,986.04 | 9,891.37 |
| Held as | | | |
| Santander Current Account | 4,669.42 | 4,238.01 | 4,177.46 |
| Santander Deposit Account | 77.83 | 35.33 | 35.33 |
| National Savings Account | 5,739.62 | 5,712.70 | 5,678.58 |
| Cash | nil | nil | nil |
| | 10,486.87 | 9,986.04 | 9,891.37 |
| Amounts due for payment | | | |
| Hall Hire - estimated | -1,330.00 | -1,330.00 | -1,330.00 |
| Amounts received /paid in advance | | | |
| Canterbury (Sandwich))Visit | -1,207.00 | -1,400.00 | -1,427.00 |
| Expenses Canterbury (Sandwich) | nil | nil | nil |
| Journal of Kent History prepaid | -350.00 | -350.00 | -350.00 |
| Affiliation Fees 2018/9 (2017/18) | -1,050.00 | -1,065.00 | -1,140.00 |
| Net assets at 31 March 2018 | 6,549.87 | 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 |
|-----------------|----------|---------|
| Income | | |
| 2016/7 | 1400 | 1427 |
| 2017/8 | 1395 | 756.5 |
| Expenses | | |
| 2016/7 | nil | nil |
| 2017/8 | -2434.34 | -2156.5 |
| Profit | 360.66 | 27 |

Attachment 2

KENT HISTORY FEDERATION

Minutes of the quarterly meeting held at 1.00 pm on Monday 4 March 2019,
in the Kent History and Library Centre, James Whatman Way, Maidstone, Kent ME14 1LQ

Present

Mrs Jackie Grebby (Chairman and Editor), Dr Maurice Raraty (Vice-President and Vice-Chairman), Revd Dr Peter Rowe (President, Acting Secretary and Reviews Editor), Dr Tim Moreton (Kent Portrait Survey), Mr Richard Linning (KHF Executive Committee), Mrs Jenny Blackburn (KHF Executive Committee), Dr Sheila Sweetinburgh (KHF Executive Committee), and 28 representatives of affiliated societies.

1. Apologies for absence

Apologies had been received from Dr John Whyman (Personal Member), Bryan More (Capel), Dr John Bulaitis (Canterbury Christ Church University), Andrew Moffat (Fawkham and Shorne), Norma Crowe (Medway Archives Centre), Anne Hughes (Hadlow), Sylvia Golding (Hawkhurst), Alan Williams (Otford), Jacqui Linning (Sandwich) and Dr Nick Hudd (Tenterden).

2. Minutes of the Quarterly Meeting held on 7 December 2018

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 Jackie Grebby thanked Kent Archives for allowing the Federation to meet in its main archive room in the Kent History and Library Centre in Maidstone. She noted that the number of representatives attending this meeting was noticeably larger than at recent quarterly meetings, and was grateful for the interest that this showed as the Federation faced very difficult decisions.

Mrs Grebby went on to say that the last three months had been interesting. There had been quite a number of responses to the 12 January 2019 letter from the Federation's President (The Revd Dr Peter Rowe), many of which expressed thanks to the officers and executive committee for all that they had done, and sympathising with their inability to continue to keep the Federation going because of issues to do with age and increasing ill health, and other commitments. The correspondence also contained a number of suggestions, none of which could not be taken further in the continued absence of offers to replace her as Federation Chairman, Editor of the *Journal of Kent History*, and administrator of both the Federation's data base and website, or Dr Rowe as Federation Secretary, Reviews Editor of the *Journal* or coordinator on behalf of the Federation of One Day Conferences. One person had offered to be Treasurer, and another person had offered to take on the website. A secondary school had offered to help the Federation, but without experienced officers remaining in post it was difficult to see how any these offers could be utilised.

5. Secretary's Report

Dr Rowe concurred with everything that Mrs Grebby had said concerning him in her report, and added only that he had spent quite a lot of time since the last meeting in preparing his letter to the Federation and discussing and the drafting of the dissolution resolution that was to be discussed late in the meeting. He was especially grateful to the executive committee for their input, and for helpful suggestions received from Andrew Moffat, erstwhile Secretary of the Kent Archaeological Society.

6. Treasurer's Report

Mr Robin Thomas was not present at the meeting and had not submitted a report. In the circumstances, Mrs Grebby referred to the minutes of the executive committee's meeting held on 11 February 2019, which read as follows:

Robin reported that he had considered what money would be left in the KHF's bank accounts on its dissolution. The following is a summary:

| | |
|--------------------------------------------------------------------------|--------------------------|
| <i>Money in hand</i> | <i>c £9050.00</i> |
| <i>Less Outstanding payments due to KCC for County Hall Bookings</i> | <i>Not known</i> |
| <i>Expenses to be claimed by Jackie, Robin and Peter</i> | <i>c £300.00</i> |
| <i>Repayment of JKH subscriptions</i> | <i>c £400.00</i> |
| <i>Registration of website until 2022</i> | <i>c £200.00</i> |
| <i>Approximate sum available post deduction of known sums</i> | <i>c £8150.00</i> |

Robin mentioned that the KHF's subscription to BALH (including insurance cover) expired in December 2019, and would not be renewed if the KHF was in the meantime dissolved.

À propos the outstanding County Hall meeting charges owed to KCC, Richard offered to contact KCC on behalf of KHF, seeking confirmation that there were actually no charges outstanding. It was agreed that he should do so.

[After the meeting, Robin emailed to Richard, Jackie and Peter details of what invoices had been received and paid to KCC in recent years:

We paid £190 for the June 2012 meeting and after that demands and so payments became erratic, with no more payments in the year to 31 March 2013

We paid in the year to March 2014 five payments- £190, £150, £190, £190, and £228. The £228 payment included use of a projector

We made one payment of £190 in the year to March 2015

We made no payments in the year to March 2016

We made no payments in the year to March 2017

We made no payments in the year to March 2018

We have so far made no payments in the year to March 2019.]

7. Journal of Kent History

7.1 Editor's Report

Mrs Grebby said that there had been a dearth of new articles for publication in the March 2019 issue of the *Journal* and that, in the circumstances, she had had to eke out the issue by including articles and other material, some already published many years ago. These included an article by Dr John Whyman on 'The South Eastern Railway raised Folkestone to fashionable heights', first published in the Autumn 1974 issue of *Cantium*; 'Catholic Recusancy in Kent 1559-1800', by Christopher Buckingham, first published in the first issue of *Cantium* (January 1969); a piece on 'Bread ovens and lye' by Pat Winzar who had been founding editor of the *Journal* and 'Routes from Ashford to Maidstone and from there to London, etc', by Arthur Ruderman. The number of book reviews that she had received was also fewer than usual. She felt that the March 2019 issue of the *Journal* would likely be the last.

7.2 Review Editor's Report

Dr Rowe said that he had managed to get reviewers for every book he had received up to Christmas 2018, and to get them over to Mrs Grebby for inclusion in the March issue. He

had received none since then and, if any were subsequently received, he would return them to the publishers if there were to be no more issues of the *Journal*.

8. One Day Conferences in 2019 and thereafter

Dr Rowe reported that the position remained that no society had offered to host a one day conference in 2019. He added that although Faversham had mooted that it could help in 2020, that would likely not be proceeded with if the Federation decided not to continue in existence.

9. Kent Portrait Survey

Dr Tim Moreton said that he had nothing to report.

Mrs Grebby decided to deal with agenda items 'Reports' and 'Societies Publications' before moving to the discussion about the dissolution of the Federation.

11. Reports

11.1 Kent Archives and Local History Service (KALHS)

A report was received and is attached..

11.2 Medway Archives Centre (MAC)

A report was received and is attached.

11.3 CPRE Kent Historic Buildings Committee

Dr Susan Pittman said that she had nothing to add to the report she made to the previous meeting.

11.4 University of Kent

A report was received and is attached.

11.5 CCCU, Centre for Kent History and Heritage

A report was received and is attached.

11.6 University of Greenwich

No report was received.

11.7 Kent Archaeological Society (KAS)

Mrs Sheila Broomfield referred to a number of future events being organised by KAS. Full details can be found on the KAS website's home page (<https://www.kentarchaeology.org.uk/>), scrolling down to 'Upcoming Events'.

11.8 British Association for Local History

A report was received and is attached.

11.9 Workers' Educational Association

A report was received and it is attached,

12. Societies' publications

Alan Taylor (Folkestone) drew attention to the newly published *A.E. Horton. His Life and Autographs*. It costs £6.00 plus £2.00 p&p and may be obtained from Alan Taylor of the Folkestone Society (E: ALTAYL439@aol.com.) Other currently available books can be found on <https://www.folkestonehistory.org/index.php?page=publications>.

Shiela Broomfield (KAS) told the meeting that *Tonbridge through ten centuries*, originally published in 2015, was still available at the reduced price of £10.00 from Tonbridge Historical Society at <http://www.tonbridgehistory.org.uk/thshpublications.htm>.

Mrs Grebby then took the meeting back to agenda item 11.

10. Discussion about the dissolution of the Kent History Federation.

Mrs Grebby referred to Dr Rowe's letter to the Federation dated 12 January 2019, and the Discussion Paper concerning the Dissolution of the Federation circulated with the Agenda for the meeting, as was the current Constitution of the Kent History Federation. She read through the draft Resolution included in the Discussion Paper and there followed a muted and brief discussion.

Two amendments were proposed to the Resolution, as follows:

1. In the first line of the Resolution insert 'day to day' before 'activities'; and
2. Insert a new numbered paragraph 1 (which would affect the numbering of all succeeding numbered paragraphs) reading as follows:
A resolution be put at the 2019 AGM of the KHF (3 June 2019) to the effect that pursuant to paragraph 10 of the Constitution, the Constitution be amended such that a motion to dissolve the KHF may be put at an annual general meeting, and providing further that such a motion to dissolve may be put at the same annual general meeting at which the Constitution was thus amended

These two amendments were agreed by all present.

The thus amended Resolution then read as follows:

'RESOLVED THAT the Kent History Federation (KHF) cease its day to day activities with effect from the end of its current financial year (31 March 2019) and in due course be formally dissolved, and that

1. A resolution be put at the 2019 AGM of the KHF (3 June 2019) to the effect that pursuant to paragraph 10 of the Constitution, the Constitution be amended such that a motion to dissolve the KHF may be put at an annual general meeting, and providing further that such a motion to dissolve may be put at the same annual general meeting at which the Constitution was thus amended;
2. A formal resolution for dissolving the KHF be put at the 2019 AGM of the KHF (Monday 3 June 2019), which would be the last meeting of the KHF;
3. The current officers and executive committee of the KHF do have all reasonable powers between now and the said AGM and thereafter to take all necessary steps to give effect to the orderly dissolution of the KHF including, but not limited to,
 - a. ceasing to publish the *Journal of Kent History* (the March 2019 issue of which will be its last issue),
 - b. making arrangements (if any are reasonably practicable) for another publication catering for local historians in the historic County of Kent to continue to publish articles and reviews of books of interest to such local historians, and to contain news of and advertisements concerning local history societies in Kent, provided that no officer or executive committee member of the KHF shall have any ongoing obligations in respect of any such matters,
 - c. making arrangements (if any are reasonably practicable) for another body to maintain the Speakers' List such that that body becomes totally responsible for it in future,
 - d. settling all the KHF's outstanding debts (including sorting out once and for all the non-invoicing of hire charges by County Hall for quarterly meetings held there over several recent years),

- e. reimbursing any subscribers for copies of the *Journal* whose subscriptions would still have been in place if the publication of the *Journal* were not being discontinued,
 - f. in due course destroying such papers of the KHF which they deem no longer reasonably necessary to retain, and making arrangements for the archiving in an appropriate repository of such papers as they decide are of permanent interest (such as agendas and minutes, and a complete run of the *Journal of Kent History*,
 - g. if any are applied for pursuant to Paragraph 9 of the KHF's constitution, making grants or loans as therein provided to any affiliated society of the KHF, and
 - h. distributing all remaining assets of the KHF to such Kent local history-related charity or charities as the current officers and executive committee of the KHF deem appropriate, giving due consideration to (but not being bound by) any suggestions in that regard made by members of the KHF;
- 4 There shall be made to those present at the June 2019 AGM a report on behalf of the current officers and executive committee of the KHF concerning all the steps taken or to be taken under the provisions of paragraph 3 of this Resolution. After the statement has been made and discussed, a resolution shall be put to the AGM formally to adopt and ratify such steps.'

The amended Resolution was then proposed by Shiela Broomfield and seconded by Peter Rate, and approved *nem con*,

13. Any other business

Mrs Grebby told the meeting that as the June AGM would be fairly short, it would be rounded off with presentations on Horatia Nelson by Dr Nick Hudd (Tenterden) and the Graveney Boat by Dr Charles Turner (Faversham).

Gerald Cramp, President of the Kent Archaeology Society reminded the meeting that the KAS was founded in 1857 and has its objectives the promotion of study of archaeology and history in all their branches, especially within the ancient County of Kent. At the time of its foundation, the word 'archaeology' included local history, genealogy and similar subjects, and this broad remit is still adhered to. As the KAS website (<https://www.kentarchaeology.org.uk>) puts it: the Society's interests are not confined to fieldwork. Its objectives cover archaeology and local history in the widest sense. They include historic buildings, genealogy, industrial archaeology and local history.

He added that those who mourned the passing of the *Journal of Kent History* should remember the KAS publications, *Archaeologia Cantiana* and the KAS Newsletter, and consider submitting articles and other pieces to them.

Sheila Broomfield proposed a vote of thanks to Mrs Jackie Grebby for all the work she had done to keep the Federation going until now. This was met with prolonged applause.

14. Date of next meeting

Monday 3 June 2019, in the Archives Centre, Maidstone, at 1.00 pm.

The meeting closed at about 2.15 pm

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Date:

Chairman

Reports:

- Minute 11.1 Kent Archives and Local History Service
- Minute 11.2 Medway Archives Centre
- Minute 11.4 University of Kent
- Minute 11.5 CCCU, Centre for Kent History and Heritage
- Minute 11.8 British Association for Local History Report
- Minute 11.9 Workers' Educational Association Report

Attachment 3

CONSTITUTION OF THE KENT HISTORY FEDERATION

1. The OBJECTS of the Federation shall be:
 - To encourage and promote studies and activities concerned with all aspects of the local history of Kent
 - To keep under review and co-ordinate as far as possible all interests concerned with the study of the local history of Kent
 - To receive reports of the activities of member organisations
 - To hold meetings for the exchange of views and ideas, and for mutual support and benefit
 - To provide a channel for information and advice on:-
 - formation of local groups
 - local exhibitions and museums
 - publications
 - methods of research, recording and development of projects
 - courses and lectures on related subjects
 - To maintain a list of lecturers on relevant subjects
 - To publish a journal at least twice a year
 - To arrange a conference each year in conjunction with one of the affiliated societies.
2. MEMBERSHIP shall be open to any society interested in the history of the ancient County of Kent (applications for membership from societies shall be submitted to the Secretary in writing and approved by the Federation) and
 - Arts and Libraries
 - County Education Committee
 - University of Kent at Canterbury
 - University of Greenwich
 - Canterbury Christ Church University College
 - Workers' Educational Association
 - WI – East and West Kent Federations
 - Kent Archaeological Society
 - other organisations as approved by the Federation
 - not more than ten persons appointed by the Federation from persons by virtue of their specialist knowledge, interests or experience (such persons to be appointed for a period of five years, but may be re-appointed. Nominations for a new appointment shall be sent to the Secretary at least one month before the meeting, and details included in the agenda for that meeting).
3. MEETINGS shall be held quarterly, that held in the quarter ending 30 June to be the annual general meeting
Every member of the Federation shall be entitled to send one representative to each meeting. Voting at meetings shall be by show of hands, or by ballot if the Chairman, or a majority of those present, so request.
4. OFFICERS – The Federation shall appoint a Chairman, Vice-Chairman, Secretary and Treasurer and these persons shall be *ex officio* members of the Federation. The federation may also appoint other office-holders as considered appropriate from time to time, and these persons shall also be *ex officio* members of the Federation. Officers shall be appointed at the annual general meeting and hold office for one year, but may be re-appointed.

A vacancy in any office occurring during the year may be filled at the next meeting of the Federation.

Nominations for office shall be sent to the Secretary at least one month before the meeting and details included in the agenda for that meeting.

5. PRESIDENT and vice-presidents may be elected by the Federation in the same way as other officers, but to hold office for five years instead of one.
6. REPRESENTATIVES of the Federation on other bodies shall be appointed at the annual general meeting.
7. FINANCE – The fee payable by societies for membership shall be fixed at the meeting held in the last quarter of each calendar year, after consideration of a report from the Treasurer.
Fees shall be due on the 1st April, and societies not paying by the date of the annual general meeting shall cease to be members of the Federation.
The independently examined accounts of the Federation for the financial year ending 31st March shall be presented to the annual general meeting each year.
8. EXECUTIVE COMMITTEE – The Officers appointed under clause 4 shall form an executive committee to decide matters of urgency, or to make recommendations on detailed matters.
They shall have power to co-opt other persons to the Committee.
Three officers shall form a quorum at any meeting of the Committee.
9. GRANTS OR LOANS may be made by the Federation to any affiliated Society to assist it in fulfilling its objects.
Provided that the object of the Society in applying for a grant relates to the advancement of the knowledge of history by its research, or conservation of relevant historical material owned by the Society, a grant may be considered.
Loans may be considered towards publication costs –to be repaid from the sales of the said publication.
Applications shall be sent to the Secretary for consideration by the Executive Committee, which will make a recommendation to the Federation for approval.
Grants not normally exceeding £50 to any society, and not normally exceeding £200 in total for any financial year, may be agreed by the Executive Committee, and reported to the next meeting of the Federation.
10. Any ALTERATION amendment or addition to this constitution shall only be made at an annual general meeting, and approved by at least two thirds of those present and voting.
Notice of motion for such an alteration shall be sent to the Secretary in writing not less than one calendar month before the meeting, and shall be set out in the agenda for that meeting.

May 1988

Amended at the June AGMs in 1995, 1997, 2002 and 2003.

Attachment 4

Draft of Chairman's Report at Item 8 on AGM Agenda (to be updated if necessary at the AGM)

(Draft 2: 29 April 2019)

This Report is made on behalf of the officers and executive committee of the Kent History Federation as required in the Resolution passed at the Federation's 4 March 2019 quarterly meeting. It concerns all the steps already taken or still to be taken by them to give effect to the orderly dissolution of the Federation.

I use sub-paragraphs (a) to (h) of paragraph 3 of that Resolution as headings in what follows, and then will have a final heading to cover all other relevant matters.

(a) *ceasing to publish the Journal of Kent History (the March 2019 issue of which will be its last issue)*

No steps have been taken to prepare an issue of the *Journal* to be published in September 2019.

(b) *making arrangements (if any are reasonably practicable) for another publication catering for local historians in the historic County of Kent to continue to publish articles and reviews of books of interest to such local historians, and to contain news of and advertisements concerning local history societies in Kent, provided that no officer or executive committee member of the KHF shall have any ongoing obligations in respect of any such matters*

It has not been possible to make any such arrangements. That said, the Kent Archaeological Society (KAS) already publish *Archaeologia Cantiana* and a Newsletter, containing articles and reviews of books of interest to the local historians of the historic county of Kent. There are other regularly issued local history publications of both county and national interest. Affiliated societies will need to consult all relevant publishers concerning the publication of news about society activities.

(c) *making arrangements (if any are reasonably practicable) for another body to maintain the Speakers' List such that that body becomes totally responsible for it in future*

KAS has agreed in principle to take over the Federation's Speakers' List, and access to it will probably be wider than is now the case. It is anticipated that it will be available to all KAS members. To obtain access to it, current members of and societies affiliated to the Federation should apply to KAS for membership of KAS. The link to the relevant KAS website page is: <https://kentarchaeology.org.uk/index.php/join-kas>.

(d) *settling all the KHF's outstanding debts (including sorting out once and for all the non-invoicing of hire charges by County Hall for quarterly meetings held there over several recent years)*

Kent County Council have confirmed to the Federation that there are no outstanding charges due to County Hall for meetings held there over the past few years. A modest fee is to be paid to renew the Federation's website for two more years. Individuals who have already subscribed for future copies of the *Journal* which will not now be published will be reimbursed as appropriate, and given details about KAS and its publications in case they are of interest. Otherwise, the only other anticipated debts are any outstanding payments due to printers, etc, for the *Journal* and any further expenses claimed by officers of the Federation.

(e) *reimbursing any subscribers for copies of the Journal whose subscriptions would still have been in place if the publication of the Journal were not being discontinued*

This exercise is in hand.

(f) in due course destroying such papers of the KHF which they deem no longer reasonably necessary to retain, and making arrangements for the archiving in an appropriate repository of such papers as they decide are of permanent interest (such as agendas and minutes, and a complete run of the Journal of Kent History

The Federation's President, Peter Rowe, who has acted as Secretary for the Federation for the last few years, will liaise with me and Robin Thomas, our Treasurer, concerning these matters and, in due course, will file with an appropriate repository the relevant records of the Federation. In respect of financial records, including bank statements, it is proposed that these should be kept by the Treasurer for at least six years, in case any queries arise.

(g) if any are applied for pursuant to Paragraph 9 of the KHF's constitution, making grants or loans as therein provided to any affiliated society of the KHF

No such applications for grants or loans have been received.

(h) distributing all remaining assets of the KHF to such Kent local history-related charity or charities as the current officers and executive committee of the KHF deem appropriate, giving due consideration to (but not being bound by) any suggestions in that regard made by members of the KHF

It has been decided to split all the Federation's remaining assets equally between the Allen Grove Local History Fund (the objects of which are to promote research, preservation and enjoyment of local history), administered by KAS, and the Ian Coulson Fund (which helps post-graduate students undertaking research in the local history of Kent), administered by Canterbury Christ Church University. The timing of such distribution, which may be made by instalments, will be governed by progress made in finalising the Federation's financial affairs.

Other miscellaneous matters

The Federation's website

As mentioned earlier, the Federation's subscription for its website is to be renewed for another two years. I have spoken to Chris Broomfield of KAS, who was confident that it could be run in tandem with the KAS site until it could be assimilated.

Kent Portrait Survey

It is not anticipated that this will be continued by any third party.

Forwarding of emails

The email addresses that are currently rerouted will have to have notices about the dissolution applied rather than forwarding them as they are now.

Ongoing reporting of what is being done to dissolve the Federation, including publication of final accounts?

I anticipate that the Federation's website carry relevant information in the period between the AGM and the final winding up of all the Federation's affairs.

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Date: 3 June 2019

Chairman, Kent History Federation