

GUILDFORD-FREIBURG ASSOCIATION  
**MINUTES OF ANNUAL GENERAL MEETING**

1 June 2011

**Present:** Terence Patrick - Mayor of Guildford and about 25 members

**Chairman's Introduction:** The Chairman, Peter Slade, welcomed all members to the meeting. The Chairman also welcomed the new President of the Association, Mayor Terence Patrick, who accepted Peter's invitation to chair the meeting.

1. **Apologies for Absence:** Anne Milton MP, Wolf Pietrek, our Vice-chairman (who was unwell), Irene Black, Tony Ford, Stanley Hemming-Clerk (with the Churches visit in Freiburg), Anna Hummel, Trevor Jones (with the Churches visit in Freiburg), Mary Lloyd-Jones, Prof Peter Lutzeier, Brian and Susan Lewis (in their flat near Freiburg), Cllr Jen Powell, Joan Roberts, Vicky Slade, Cllr Keith Taylor.
2. **Minutes of Annual General Meeting 2 June 2010.** These were circulated at the meeting. There were no comments and the minutes were agreed.
3. **Chairman's Report.** See attached report from Peter Slade. Terence Patrick then commented that he and Peter Slade had in discussions regretted the fact that Oberbürgermeister Salomon was not able to visit Guildford in 2010. Terence said that one of his first duties as Mayor had been to send OB Salomon a letter of invitation to visit Guildford.
4. **Treasurer's & Membership Secretary's Report.**

Copies of the audited accounts for the financial year ending 31 March 2011 were distributed at the AGM by Michael Gorman, Hon. Treasurer. Michael advised they had been prepared by our Honorary Auditor, re-appointed at the last AGM. Michael confirmed the balance at year end was £4,922 versus £4,144 prior year and a surplus was made in the year (receipts minus payments) of £778. Income from subscriptions had increased compared to the previous year and a net surplus was made on functions, with some events making a loss but others making a profit. Michael pointed out that functions are a good way to attract members and that events supported by the GFA such as the Guildford City Boys & Girls Football Club exchange visits are very worthwhile causes. Michael also confirmed that because of differing payment dates some annual payments are recorded twice in one year and then fall outside the financial year in other years.

Michael then stated he would be happy to answer any questions.

The considerable increase in subscription monies received was queried and Michael explained that an exercise had taken place to chase people who for various reasons had not paid their subscriptions for some years; this had resulted in some overdue subscriptions being received.

The printing figure was clarified as being the printing costs for the newsletter; the cheaper price had been achieved by switching to a new printing company.

Two annual subscriptions to the British-German Association were shown in the previous (2010) financial year, Michael explained that this sometimes occurs and in other financial years no subscription is shown.

Michael advised he had not transferred money from the current account to the deposit account as so little interest is currently earned in deposit accounts.

Michael pointed out that the accounts include the exceptional item of £1,625 from Guildford Borough Council, a contribution towards expenses relating to the visit of the Freiburg Oberbürgermeister Dieter Salomon which had been due to take place during 2010, the 30<sup>th</sup> anniversary year of the twinning. The visit was not possible in 2010 and OB Salomon will now be visiting Guildford in September of this year.

Michael then clarified the membership figures, there being 109 addresses on the membership list compared to 110 last year. During the financial year 13 addresses had been lost, some due to people moving or bereavement, and 12 had been gained. The 109 addresses equate to approximately 160 individual members and Michael commented that it was most encouraging that 93 of the 109 addresses can be contacted by e-mail, which makes it much easier to notify members of the Association's events.

The membership fee continues to be £7 for an individual member and £10 for a couple, with approximately £800 expected in subscriptions per year. Subscriptions are due on 1 April each year and many members pay by standing order.

The suggestion was made that membership cards indicating the year of membership would be a helpful reminder of when subscriptions are due; Michael advised this had been considered by the Committee in the past and could be a good idea although postage might be rather dear. It was suggested members on e-mail could be reminded of their due subscriptions by this means.

Discussion then took place as to whether the subscription rates were too low and should be raised. Michael was doubtful that it was appropriate for the GFA to raise the rate, he also pointed out that any increases should only be implemented occasionally as it is awkward for people paying by standing order to have their payments amended. It was also agreed that some people, particularly older members, might find a higher subscription difficult to pay and would leave the Association. The question was raised as to what potential additional funds would be spent on and Peter Slade replied that grants such as that for the football exchange could be more generous. It was agreed the point of subscriptions was to cover costs and outgoings, eg the football exchange, membership cards (if adopted), stationery and postage costs as well as the printing of the newsletter.

One suggestion to reduce costs was to send out the newsletter by e-mail where feasible, but most people present agreed that it is a document to be proud of and being so nicely produced a printed copy to hold in the hand is far more preferable; it can also be shown to friends etc. A poll of the audience was taken as to who would like to receive a copy by e-mail; two people said they would not mind. It was agreed that updates are a simpler document which can easily be read by e-mail and Barbara Ford pointed out that they are merely notifications of events whereas the newsletter is a summary of the year's activities.

## **5. Elections**

- a) **Appointment of Patron - Anne Milton MP**
- b) **Appointment of President – Terence Patrick – Mayor of Guildford**

**Council Representatives:** Cllr Keith Taylor has been approved by the Council. Mayor Terence Patrick asked whether following Ola Kolassa's resignation from the Council a second council representative should be nominated. Peter Slade confirmed that the Guildford Borough Council would be contacting him with details of a second representative.

- c) **Election of Officers.** The following officers were unanimously elected or re-elected:
- |                                       |                            |
|---------------------------------------|----------------------------|
| <b>Chairman:</b>                      | <b>Dr Peter Slade</b>      |
| <b>Vice Chairman:</b>                 | <b>Mr Wolfgang Pietrek</b> |
| <b>Hon. Treasurer/Membership Sec:</b> | <b>Mr Michael Gorman</b>   |
| <b>Hon. Secretary:</b>                | <b>Ms Hilary Mills</b>     |

Michael Gorman suggested some-one might wish to take over one of the two positions he is holding.

- d) **Election of Committee.** The following were elected en bloc:  
**Mrs Katie Butcher (Social Secretary), Mrs Irene Black, Mrs Frauke Burge,  
Mrs Rosamund Calow (Schools Liaison), Mrs Barbara Ford (Newsletter Editor),  
Mrs Patricia Grayburn, Mrs Val Hazelwood**

**Bernard Parke** was also nominated as a new member of the Committee by Michael Gorman and seconded by Hilary Mills and was elected.

- e) **Election of Hon Auditor.** **David Barr** was unanimously re-elected, proposed by Barbara Ford and seconded by Val Hazelwood.

## 6. Any Other Business

Alan Johnston asked whether the constitution allows the Association to have commercial links with Freiburg, suggesting a lot can be learned on environmental as well as economic and commercial matters. Peter Slade confirmed that in the GFA Constitution the aims of the Association are ‘to promote international friendship and understanding by strengthening by all possible means the links formed by Guildford and Freiburg...’ and they do not exclude the notion of some commercial activity. Peter mentioned he has in mind to approach the Chamber of Commerce regarding the forging of contacts; he also commented that both Rotary Clubs in Guildford have links. Commercial activity to an extent is already conducted in that goods for the Christmas market are purchased in Germany and items available at the Partner Cities Fair are received from the Tourist Information Office.

Peter Simpson suggested there should be enhanced links between visitors from Freiburg and the University of Surrey. Pat Grayburn advised that past attempts to build closer links had not achieved results but Peter Slade said we should look into the matter once again. Terence Patrick stated he would shortly be meeting the Vice-Chancellor and that he would raise the issue with him. Peter Slade also agreed to Terence Patrick’s suggestion of approaching the town centre management.

The official business of the AGM ended at 8.20 p.m.

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The meeting was followed by an enjoyable short film on Freiburg, provided by Freiburg City Council, which gave an interesting and informative overview of the town, describing its main activities as a manufacturing, research, cultural and tourist centre.