

# MCG 2024 AGM – 6th April 10AM at Nordrach and online

Dear

This is formal notice of the 70th Annual General Meeting of the Mendip Caving Group. Observe that the counting of general meetings is from the group's founding in 1954, not from its conversion to a charity in 1976 or conversion to a CIO in 2022.

## Meeting Details

The Annual General Meeting will be held at the MCG Cottage, Nordrach, on Saturday 6th April 2024 and will start at 10:00 AM. Participants may join the meeting remotely, using Microsoft Teams with the following link:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_Y2MyMTdiN2MtNWFKMC00Mjc2LTgxOWUtYWVRhZTI0NTQ0OTIz%40thread.v2/0?context=%7b%22Tid%22%3a%2287b47bd1-4f4a-4c82-9c97-ed580b667d5d%22%2c%22Oid%22%3a%22ca545057-9e1a-43a8-b98a-cd637c542322%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_Y2MyMTdiN2MtNWFKMC00Mjc2LTgxOWUtYWVRhZTI0NTQ0OTIz%40thread.v2/0?context=%7b%22Tid%22%3a%2287b47bd1-4f4a-4c82-9c97-ed580b667d5d%22%2c%22Oid%22%3a%22ca545057-9e1a-43a8-b98a-cd637c542322%22%7d)

If you are unable to attend and wish to record your apologies, please email [secretary@mendipcavinggroup.org.uk](mailto:secretary@mendipcavinggroup.org.uk) Please do not reply to the email address that you received this message from.

## Notes

Our AGM is an important event at which we review our activities over the previous year and make plans for the future. Attendance by as many members as possible is welcome and indeed essential, if MCG is to thrive.

We are still looking for nominations for the post of Librarian/Recorder. It is important that we have volunteers to fill all our posts. Please see the role descriptions here <https://www.mendipcavinggroup.org.uk/committee-role-descriptions/> (the password for the member's area of the website is currently *upperflood*). Please let the secretary know as soon as possible if you want to volunteer for this, or indeed any other, trustee post. MCG will only function as you would like, if members volunteer to help in its running.

The Mendip Caving Group is still in the process of converting from registered charity 270088 to Charitable Incorporated Organisation 1197325. We have not yet completed the transfer of the investments and the title of the cottage to the CIO – it's taking longer than we thought. We can't close the old charity until these transfers are complete. *As of 5<sup>th</sup> April 2024 its now just the land registry we are waiting for, the investment transfers are done.*

If by any chance, all the transfers are complete by the 6<sup>th</sup> April 2024, then we can vote to formally close the old charity at its AGM.

The old charity is governed by the MCG's old constitution and the CIO by its new constitution. A consequence of the conversion is that we must today, actually hold two AGMs, one for the old charity and one for the CIO. The bulk of the AGM business will be conducted within the CIO's AGM. We need though to elect some committee members for the old charity so that they can authorise its eventual closure. The AGM of the old charity will be held first with the CIO AGM following on immediately afterwards.

If you would like to consult paper copies of the AGM material during the meeting, can I ask that you please print it for yourself.

## AGM Dinner

There is no dinner on the AGM weekend this year. Rather, we are holding a 70th anniversary dinner at Wookey Hole on the 27<sup>th</sup> April.

Bill Chadwick – MCG Secretary [secretary@mendipcavinggroup.org.uk](mailto:secretary@mendipcavinggroup.org.uk)

4<sup>th</sup> March 2024

## Agenda for the AGM of MCG as Charity 270088

1. Welcome, appointment of Chair.
2. Record of those present, indicating physical or virtual presence.
3. Vote on the motion:  
*"That any routine AGM business be conducted at the '2024 MCG as CIO 1197325 AGM'."*

See the CIO AGM agenda below for details.

4. Vote on the motion:

*“That the trustees with the roles of Secretary, Treasurer, Librarian/Recorder, Caving Secretary, Social Secretary, Editor, Cottage Warden and Tackle Master that are elected as trustees of the CIO at the CIO AGM also be elected as committee members of the MCG as charity 270088.”*

A list of those standing as trustees of the CIO will be found in the CIO AGM agenda.

5. If the transfer of the investments and title of the cottage to CIO 1197325 has been completed by today, vote on the motion:

*“That the secretary is to request the Charity Commission to close charity 270088.”*

*5th April 2024 Note: In the 2022 AGM we resolved to authorise the committee to close the old charity once the transfer of assets to the new charity is completed so the above resolution is not necessary.*

## Agenda for the AGM of MCG as CIO 1197325

1. Welcome, appointment of Chair.
2. Record of those present, indicating physical or virtual presence.
3. Short review of the 2023 AGM minutes and any actions therein.
4. Vote to agree that Minutes of the 2023 AGM (provided separately and available here [https://www.mendipcavinggroup.org.uk/app/download/11943860/AGM\\_Minutes\\_2023\\_V4.pdf](https://www.mendipcavinggroup.org.uk/app/download/11943860/AGM_Minutes_2023_V4.pdf) ) are a true record of the meeting.
6. Presentation of 2023/2024 officer's and trustee reports (please look and re-look here, [https://www.mendipcavinggroup.org.uk/app/download/12018096/MCG\\_Officer\\_Reports\\_2024.pdf](https://www.mendipcavinggroup.org.uk/app/download/12018096/MCG_Officer_Reports_2024.pdf) for the latest set of reports).

- a. Secretary – Bill Chadwick
- b. Treasurer – Tom Harrison
- c. Caving Secretary – Mark Edwards
- d. Cottage Warden – Jason Kirby
- e. Tackle Master – Matty Dredge
- f. Recorder/Librarian – position vacant
- g. Social Secretary – Jackie Murch
- h. Editor – Dan Matthews
- i. Investment Manager – Ben Cooper

## 5. Election of trustees for 2024-2025

The CIO has trustees rather than committee members. The CIO constitution provides for a maximum of twelve trustees. Many, but not all, of the trustees, are involved in the day-to-day running of the MCG. All the trustees will be invited to and may join, any meeting of the trustees. Those listed in the table below with a role of Custodian are those not expected to take part in the day-to-day running of the MCG. Their expertise may be called upon by the other trustees when needed, or they may offer help if the other trustees experience particular difficulties. Practically, during 2023-2024, the Custodians have helped us achieve a quorum (at least half) for trustee meetings. According to the CIO constitution one third of the trustees must resign annually but may stand for re-election. The trustee nominations for 2024/2025, at the time of writing, are as shown in the table below.

Role	Candidate	Resigned 2023-2024	Proposed By	Seconded By
Custodian	Brian Snell	No		
Custodian	Tim Francis	Yes	Bill Chadwick	Jason Kirby
Custodian	Jonathan Roberts	No		
Investment Administrator	Ben Cooper	No		

Secretary	Bill Chadwick	Yes	Tim Francis	Jason Kirby
Treasurer	Tom Harrison	No		
Cottage Warden	Jason Kirby	Yes	Bill Chadwick	Mark Edwards
Caving Secretary	Mark Edwards	Yes	Bill Chadwick	Jason Kirby
Tackle Master	Matty Dredge	No		
Social Secretary	Jackie Murch	No		
Editor	Dan Mathews	No		
Librarian / Recorder	?			

## 6. Election of Non committee posts for 2024-2025

- Conservation and Access Officer (represents MCG at CSCC and CCC Ltd meetings) – was Tom Harrison for 2023-2024
- Rescue Warden – Not currently required by Mendip Cave Rescue but the need for the position is to be kept under review

## 7. Election of Account Examiners for 2024-2025

The examiners for 2023-2024 are Linda Milne and Steve Porter.

## 8. Matters for discussion and a vote

Any formal General Meeting motions received by the secretary.

- Vote to replace the words **‘who are unable’** about Affiliate membership in paragraphs 9-1-b (i) and (ii) of the CIO constitution dated 1<sup>st</sup> April 2023 with the words **‘who do not wish’**. The intent of the Affiliate membership class is to provide a membership class for people who want an association with MCG and to support it with a smaller subscription amount, but not to take advantage of the benefits granted by Full membership. Affiliate membership is not intended to be a cost saving measure for Full members. The constitution provides the trustees with some discretion about fees for those experiencing financial hardship. Observe that Affiliate’s do not have an AGM vote or access to the MCG’s caving equipment and library. A change to the constitution requires a 4/5ths majority vote at an AGM.
- Full cottage bookings. In August 2023, we had some trouble with a member turning up during a ‘party’ type full booking. In recent years, Brian Snell has used a full cottage booking for a family group. We have had an instance of a member turning up, expecting to stay overnight, when a youth group, needing safeguarding, was present. We have had a request for a female only booking for 2024. Full hut bookings do bring in much needed income. Official youth groups, such as the Scouts,

require a full cottage booking to comply with their child safeguarding rules. There is a conflict between such bookings and the right provided by the constitution (“access to and use of the CIO’s premises”), of members to stay at the cottage at any time. Whilst it is in the power of the trustees to amend the rules, we felt that this matter needs some debate, so have brought it to the AGM for discussion. So please can this meeting vote for the trustees to add, or not add, the following new rule (or an amended version of it) to section 8 of the Rules of the CIO (the rules are separate to the constitution).

*On no more than 2-3 weekends per year, the trustees may permit a whole cottage booking, for Friday and Saturday night, by an official youth group. Because of the child safe-guarding needs of such groups, MCG members will be unable to stay overnight at the same time. Further mid-week (Sun-Thurs night) exclusive use bookings may also be accepted by the trustees. Exclusive use bookings will not be accepted for ad-hoc groups including under 18s. The trustees will use their best endeavours to communicate the dates of any exclusive booking to the full MCG membership in a timely manner. The organisers of an exclusive use group are empowered to turn away MCG members who want to stay the night. Daytime access for members, to the cottage and outside stores and spaces is still available when such groups are staying, co-operation with the group leaders will be required for the use of the indoor changing rooms and showers.*

## 9. Any Other Business:

- a. Award of the Knibbs trophy for 2024.
- b. Award of the Digging trophy for 2024.
- c. Nick Thorne asks us to consider how members may access the Emergency Contact Details for fellow members.

## 10. Date and venue of next AGM.