

SECTION A: ABOUT YOU

A1	Name of Organisation	Croxley Green Annual Home and Produce Show	
A2	Name of Contact Person	Doug Flint (Treasurer)	
A3	Address of Organisation or Address of Contact Person	17 Links Way Croxley Green	
	Postcode	WD3 3RG	
A4	Telephone Number	Daytime	01923 222429 mobile 07905611983
		Evening	01923 222429 mobile 07905611983
A5	Fax Number		
A6	E-mail address	doug.flint@ntlworld.com	
A7	What is the status of your organisation? – Please tick heading		
	Registered Charity (please give number)	<input type="checkbox"/>	Charity No. _____
	Voluntary or Community Organisation	<input checked="" type="checkbox"/>	
	Housing Association	<input type="checkbox"/>	
	Unregistered Association	<input type="checkbox"/>	
	Other (please state) _____		
A	What is the purpose of your Organisation?	To hold an annual produce and craft show	
A9	Does your Organisation have a formal constitution?	Yes	
A10	Has your organisation started up in the last year?	No	
A11	Approximately how long has your organisation been in existence?	98 years (inclusive of 3 name changes)	
A12	Are you affiliated to a National Body?	Yes	
	If Yes state which one(s)	RHS	
A13	Which geographical area will you be working in? – Please tick heading		
	All of Croxley Green	<input checked="" type="checkbox"/>	
	Croxley Green North Ward	<input type="checkbox"/>	
	Croxley Green South Ward	<input type="checkbox"/>	
	Croxley Green Ward	<input type="checkbox"/>	

SECTION B: APPLICATIONS FOR FUNDS

B1	How much are you applying for?	<u>£1000 (show) + £2400 (Tables) = £3400</u>	
B2	What is the total cost of your project	<u>£4000</u>	
B3	What do you aim to achieve with this funding?	<p>To continue to hold the Annual Show and to purchase 20 replacement tables, each costing £120 each. Eventually we aim to replace all the old 48 heavy and damaged wooden tables as and when funds allow.</p>	
B4	Are you matching this request for funding in any way?	<p>The balance of the costs, will be met by existing funds and anticipated income from Waitrose Community Matters, donations and income on the day.</p> <p>Steve Drury (HCC Councillor) has approved our application for £1000 to purchase additional replacement tables. This will allow a further 8 tables to be purchased.</p>	
B5	How many people are involved in your project?	<p>This year 80 residents of Croxley Green exhibited, around 250 people visited the show.</p>	
B6	Are the majority of your regular participants drawn from the Croxley Green area?	Yes	
B7	Who is the project aimed at assisting? – Please tick categories		
	Babies (0-3 years)	<input type="checkbox"/>	Children (3-7) <input checked="" type="checkbox"/>
	Young Persons (7-13)	<input checked="" type="checkbox"/>	Teenagers (13-18) <input checked="" type="checkbox"/>
	Parents	<input checked="" type="checkbox"/>	Single Mothers/Fathers <input checked="" type="checkbox"/>
	Elderly	<input checked="" type="checkbox"/>	Unemployed <input checked="" type="checkbox"/>
	Neighbourhood Group	<input type="checkbox"/>	Specific ethnic groups <input type="checkbox"/>
	Other (Please give details)	Allotment holders	
B8	Do you or will you receive funding from any other source? – Please specify source and amount		
	Source	HCC Councillor	Amount £1000
		Barton Way Allotments £300	

CROXLEY GREEN ANNUAL HOME & PRODUCE SHOW 2017

Actual

Carried f/ward L/year 395.60

INCOME

Entries 106.40

Raffle 374.90

Teas 162.20

P/ Council Grant 800.00

Barton Way Allotments 300.00

Waitrose 200.00

Donation 11.90

sub-total 2351.00

EXPENDITURE

Printing and admin 5.00

Prize money paid 144.60

RHS Affiliation 35.00

Cups Trophies Insurance 95.00

Public Liability Insurance 70.00

RHS Entry Cards etc. 106.19

Paper rolls/clips 30.22

Hall Hire 200.00

Judges Fees 90.00

Web site 76.60

Cups & Trophies Engraving 280.80

Crockery Hire 20.00

Signage 95.00

Miscellaneous (AGM etc) 119.80

sub-total 1368.21

Carried f/ward to 2018 show

982.79

Croxley Green Annual Home and Produce Show Constitution

1. Title and Aim.

The Association shall be called the Croxley Green Annual Home and Produce Show. The purpose is to hold an Annual Home and Produce show for residents and children residing within the area of Three Rivers District Council.

2. Definitions.

Unless the sense suggests otherwise all references relate to the Management Committee of the Croxley Green Annual Home and Produce Show. An entrant relates to any adult or child who entered the show in the same year.

3. Constitution.

(a) A Management Committee comprising an Honorary Chairman, Honorary Show Secretary, Honorary Treasurer and a minimum of four and no more than six Members, shall undertake management of the show.

(b) The Committee shall be confirmed at an Annual General Meeting usually in April each year.

(c) The Committee may second members to the Committee as and when the need arises.

4. Financial and Administrative Year.

The Financial and Administrative Year of the Association shall be the period commencing on the 1st day of November and ending on the last day of October of the following year.

5. Annual and Special General Meetings.

(a) The Annual General Meeting shall usually be held in April but always within 6 months of the end of the financial year at which the business provided for in this Constitution shall be transacted. A quorum will consist of two elected Office Bearers and 4 others who may be committee members.

(b) All proposals shall be approved or rejected by a simple majority of those present and voting. Voting shall be by a show of hands unless it is resolved to hold a secret ballot. Any of those present may demand a secret ballot.

a) All entrants to the Annual Show over the age of eighteen are entitled to vote.

b) Twenty-one days notice of the Annual General Meeting shall be given.

c) A Special General Meeting shall be convened on the written request to the Honorary Secretary of TEN entrants, stating the business to be discussed and ONLY that business shall be discussed.

6. Management Committee and Officers.

The Officers and Management Committee shall be confirmed at the Annual General Meeting.

7. Meetings of the Management Committee.

The Committee shall meet at least three times a year and the Honorary Show Secretary shall record the proceedings. The minutes shall be kept for a minimum period of five years. A quorum will consist of two Officer Holders and three Committee Members.

8. Duties and Functions of the Management Committee.

a) The Committee is authorised to make any suitable arrangements for the show, including venue and classes. These may be altered or changed by the committee without reference to the Annual General Meeting

b) The Honorary Treasurer shall prepare a budget of expected expenditure and income for the forthcoming year.

c) The Committee shall review/increase the annual fees and prize money as necessary. Entry fees are payable in advance of the judging, ideally before the day of the show, payment of the day of the show is acceptable.

d) Should an entrant fail to pay the required entry fee, the entry may not be judged. /over

CROXLEY GREEN ANNUAL HOME & PRODUCE SHOW COMMITTEE MEETING

6th October 2017 @ 2:00

91 Kenilworth Drive

MINUTES

Committee members:

Paul Tublin
Justine Osler
Roy Davis
Patsy Touhey
Andrea Flint
Doug Flint
Janet Lucas
John Jowers

Extract from the Committee Meeting held on the above date:

3 Finance

-Doug informed us that we have about £900 in the bank for next year's show. It costs about £1300 to put on.

-We raised £374 on the raffle (£165 last year) and £162 on teas (£135 last year) – wonderful achievement by all involved.

-We will again be asking the Parish Council for financial support.

-The wooden tables are now in need of replacement, total anticipated cost will be around £6000.

