



Minutes of the British Society of Baking
64th Annual General Meeting held at Heythrop Park Hotel,
Enstone
on Wednesday 16th October 2019
commencing at 5:00 pm

Chairman Richard Hazeldine opened the meeting by welcoming all present to the 65th AGM.

AGM 19/001 Approval of notice of convening the meeting

The notice convening the meeting had been circulated. Richard Hazeldine proposed approval and Brian Clarke seconded, and passed unanimously.

AGM 19/002 Apologies

Apologies were received from Robin Jones, Sara Autton, Daniel Carr, David Powell, Neil Jackson, Devon Petrie, Neil Woods and Paul Turner.

AGM 19/003 Minutes

The minutes of the 64rd AGM held on 17 October 2018 had been circulated and the Chairman asked for approval that they be accepted as a true record. This was proposed by Richard Hazeldine and seconded by Mark Young.

AGM 19/004 Matters arising from the minutes

There were no matters arising from the minutes.

AGM 19/005 Chairman's Report

Firstly, a warm welcome to all and thank you for attending the AGM. It is hard to believe that 12 months have passed since Paul Turner installed me as Chairman and the year has certainly flown by. One of my first roles as Chairman was to present the awards of Honorary Life Membership of the BSB to honour individuals who played a major part in running the BSB for many years. At the conference dinner I presented David Roberts and Jim Brown with their awards. A few weeks later I was able to present Neil Jackson with his award and at the Spring conference I presented Paul Heygate with not only his award but also a birthday cake.

We held two very successful conferences this year, our autumn conference here at the Heythrop and following overwhelmingly feedback we decided to return. In the Spring we went to Campden for our Spring conference and this was preceded by an informal networking dinner at the Pudding Club (Three Ways House Hotel, Chipping Campden) the night before.

I have had the honour of representing the BSB at the Irish Bakers Benevolent Ball, the Worshipful Company of Bakers Election Banquet, the Scottish Bakers conference, the 2019 National Bakery Awards and the 125th Anniversary Celebration of the National Bakery School. In May I had the pleasure of presenting the prizes at the BSB Golf Day.

The original BSB Creed, as presented to us by the American Society of Baking, is a magnificent document in a special case, but unfortunately without a home? As such the Creed was hidden away for many years at Bakels. I am pleased to say that after discussions with the Worshipful Company of Bakers, the Creed has been loaned to them and is now proudly on display in the Print Room at Bakers' Hall.

This year has not been without its challenges, the business environment for anyone involved in the baking industry has been extremely challenging and the executive committee has not been immune to these pressures. This time last year we had to split the role of Vice Chairman as I had to take on the role of Chairman at short notice. Then in January we lost three members in quick succession due primarily to work pressures. It is important we look to the future of the BSB by putting in place a survival plan. Part of that process had begun before I took over the reins as Chairman, we had been looking to lighten the load of conference co-ordinator and we have been in discussion with Alan Holliday. In February we reached an agreement with Alan and appointed his company Sanda to be our conference co-ordinators. They have worked closely with Jim Brown over the Spring conference and have taken on the organisation of tomorrow's autumn conference. I am also pleased to say they are pushing on with the organisation of the 2020 Spring conference next April.

There have been, and will be, some teething issues to resolve with the above but we will carry out a full review of the situation after this conference.

I am also pleased to announce we have three replacements on the Executive Committee: Natalie Drake, Megan Roberts and Stephen Ville.

I am also pleased to say that we are in a position to install Mark Young as Vice Chairman at this meeting, and we will have the next two Vice Chairmen ready in the wings. We are also starting to work with Jim Brown on handing over the role of Treasurer, in line with his desire to retire from the position in 2021.

Whereas last year things were starting to look a little shaky, I'm pleased to say that things now look a lot more promising and we have plans mapped out for the holders of key BSB positions for the next 4/5 years.

That concludes the Chairman's report.

Thank you.

AGM 19/006

Treasurers Report on BSB Accounts to 30/06/19

The following are some items I have picked out from the accounts for comment. I will also be pleased to answer any questions during my presentation of the accounts.

Subscriptions

We managed to achieve the increase in subscription income discussed last year through an increase in the subscription fee to £65, and by making a concerted effort to ensure all the subscription fees were paid.

Conference surplus

Income from conferences surpluses was down this year because I kept the margins closer to cost, and additional costs for conference promotions were included in the conference income and expenditure account. The main aim is to ensure conferences do not make a loss and when possible, gain some additional income.

Golf Day

The golf day made a small profit, which is a great achievement for the golf day organiser Keith Houliston, during these difficult financial times for businesses.

2018 Conference Proceeding Booklet

The increase in cost of the booklet is partly due to a) it being a larger edition than last year and b) due to our secretary Sharon being off work for several weeks at the time the Conference Proceeding booklet was being printed and she could not send them out. The printer prepared the address labelled envelopes required for booklets and packed and posted them out to our members.

Donations to colleges and student bodies

This covers donations to the ABST conference and competitions, and to individual students of books, etc. The money for these donations comes from our website (internet) advert income at present but BSB Chairman Richard will give details of a plan to combine the internet income with the supporter's income and just have one annual charge.

Deficit for the 2018/19 Accounts

Two main items were responsible for the deficit:

Honorary and Past Chairman Badges £1868

With four new Honorary members appointed recently, our stock of Past Chairman medals was depleted, and had to replenish our stock.

Future development £1825

When we arranged for Lin Carson of BakerPedia to give a presentation at the 2018 autumn conference we agreed to contribute £1825 to the travelling costs from America of Lin as Chief Executive and their Business Manager Andrew Miller, on the basis that we could develop a working business relationship between our two organisations. This has not come to fruition so far, and it is fair to say that BakerPedia got more out of their visit than the BSB, but this may be a future development opportunity.

Conference Income

The reduction in conference income, and the higher Conference proceedings cost, contributed to the deficit. As will be seen, our reserves are £41,593.

Debtors and Prepayments

These are mainly items that were still to be paid to us after the end of the financial year and does not mean that they are overdue.

Creditors

These are mainly items that were due to be paid by us after the end of the financial year and does not mean that they are overdue.

The **Supporter's fund balance** is in this area under "Deferred donations, Supporters fund", in that sums are due to be paid from it as required to help students and young people in the industry. £1980 were drawn from the fund to pay for 18 students to attend the presentations day of 2018 BSB Autumn conference free of charge.

Any questions? There were no questions raised.

Acceptance of the accounts: Proposed by Jim Brown and seconded by Paul Weston.

AGM 19/007 Appointment of Auditors

The Treasurer proposed that Peter Taylor & Co of Winslow, Buckinghamshire be appointed as the Society's auditors for a further financial year. This was seconded by Keith Houliston and approved unanimously.

AGM 19/008 Subscriptions

The Treasurer proposed that the Society approves that the subscription rate for the 2020/2021 financial year is to remain at £65.00 with the younger member rate remaining at £30.00. This was approved and seconded by Mark Young and approved unanimously.

AGM 19/009 Election of Chairman

Richard Hazeldine confirmed he was prepared to continue as Chairman of the BSB for a further year. This was seconded by Brian Clarke and approved unanimously.

AGM19/010 Election of Vice Chairman

Richard Hazeldine proposed that Mark Young be elected to the position of Vice-Chairman for the forthcoming 12 months. Seconded by Brian Clarke and carried unanimously.

AGM 19/011 Continuation of Officers

The Chairman proposed that the Secretary Sharon Byrne and Treasurer Jim Brown, continue in office. Proposed by Richard Hazeldine and seconded by Sylvia Macdonald and carried unanimously.

AGM 19/012 Details of Executive Committee

I'd like to propose that the following people are elected en bloc for the following year – Mike Bagshaw, Paul Weston, Sylvia Macdonald, Brian Clarke, Mark Young, Keith Houliston, Jane Tyler, David Hall, Devon Petrie, Paul Turner, Laura Gambrell are appointed for a further year as the Executive Committee and that

Natalie Drake, Megan Roberts and Stephen Ville will join the committee. Please may I have a seconder for this proposal? Seconded by Mike Bagshaw and carried unanimously.

AGM 19/013 Any Other Business

Proposed changes to the BSB Constitution

You may all know that the British Society of Baking came about through an affiliation with American Society of Bakery Engineers. Originally, we were called the British Chapter, Affiliated to the American Society of Bakery Engineers. In 1978 we changed the name the British Society of Baking.

We kept our affiliation going for many years and this went very well, with some American members coming to attend our conferences. However in the last 15 years or so the relationship has changed and they are happy to carry on doing what they are doing and leave us to what we are doing. They have therefore agreed that we can delete "Affiliated to the American Society of Baking" from our constitution.

The other changes to the constitution are:

- a) until a couple of years ago all our payments were by cheque but they are now mostly by bank transfer, which is more convenient. Therefore, the statement in the constitution saying 'all payments will by cheque' will be deleted.

- b) We have three signatories for our cheques but almost all payments go through by bank transfer.

Article 10 which is all about affiliation can now be removed.

Acceptance of the above changes to the Constitution were proposed by Jim Brown and seconded by Mark Young.

Supporters - Richard Hazeldine

For many years, we have had website sponsors, who fund the BSB website. More recently we introduced BSB supporters, the idea being to help with funds for students to attend BSB conferences free of charge. This has led to some confusion as to the difference between supporters and sponsors.

We have a number of companies who wish to engage with the Society as supporters. Realistically we can only fund a limited number of students coming to the conference each year. We struggle to bring some students to the Spring conference because a lot of them are on holiday. We also struggle to bring some students to conferences because of logistics and distance.

We have also identified that there is a need to support young people in the baking industry who are not necessarily students. These are young people who are taking their first steps in the industry and who would benefit from attending a BSB

conference but who are unable to get their employers to fund their attendance. Some young people wish to undertake some related bakery training to gain additional experience and they also need some funding to do so.

To reduce any confusion between sponsor and supporters, and to allow more young people in the industry to qualify for our assistance, I wish to propose that we move to a single funding category of 'Supporter'. Each supporter will make an annual contribution to the BSB. In return they will have their logos displayed on the BSB website as a web link, with brief description of the supporter's company. Supporters' logos will be displayed at BSB conferences, golf day etc. The money from Supporters will be used to run the BSB website, bring students and young people to the conference, assist young people working in the baking industry through learning or attending conference and to fund the learning activities in line with our ethos of providing a forum for learning within the baking industry. All money spent will be approved by the BSB Executive Committee and Treasurer.

The proposal is that we merge supporters and sponsors into one Supporters Sponsorship Package, with the money raised being used to fund the website, promote learning in line with our ethos providing a forum for learning in the baking industry. Proposed by Richard Hazeldine, seconded by Mark Young and approved by all AGM attendees.

There being no further business the Chairman closed the meeting.

The meeting closed at 17.35

The Secretary
British Society of Baking
Vine Cottage
Tompkins Lane
Marsh Gibbon, Nr Bicester
Oxon OX27 0EX
Tel: 01869 247098/277094

Email: bsb@freeuk.com