



# Cambridge & District Amateur Radio Club

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## MINUTES of the CDARC AGM - Friday 26th January 2024 8pm

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Meeting Chair: Peter Howell M0DCV

*The meeting was held on-line via Zoom and in-person at Coleridge Community College, Radegund Road, Cambridge, CB1 3RJ . All voting at the AGM was performed by in-person members by raising hands in the presence of the Secretary, or by indicating visually (on camera) or via the Zoom 'raise hand'/'thumbs up' features.*

- 1. CDARC Chair's Introduction.** As the club does not have an elected Chair, Peter – M0DCV had been asked by the committee to chair the meeting. He called the AGM to order at approximately 8pm and welcomed the club members, both this in person and via Zoom, to the meeting. Fifteen members were present and a further twelve were connected via Zoom
- 2. Apologies for Absence- Bryan – M0IPO**  
The Secretary had received apologies from Roy Jones, who is currently in hospital following a cardiac arrest, Ryan Suchocki and Stephen Gibson.
- 3. Confirmation of Quorum – Bryan M0IPO**  
A total of 26 voting members were present. A minimum of 10 are required so the meeting was deemed quorate.
- 4. Approval of Minutes of 2023 AGM - David G0LRD**  
The 2023 AGM minutes were approved unanimously by a show of hands.
- 5. Treasurer's Report - Hamish G0GLJ**  
The Treasurer presented his report on the club's accounts for the year. Please see Appendix A - Treasurer's Report, and Appendix B - Audited Accounts.

There are currently 73 members of whom 59 are full licence holders.

The deaths of our President John Bonner G0GKP and Bob Grimes G0GVZ during the year were noted.

## 6. **Committee's Report – Bryan M0IPO**

The Secretary, Bryan Davies, gave a brief report on the club's activities for the year. These included:

- 23 Club meetings at Coleridge and online. Attendance approx. 50:50
- 2 Visiting Speakers
- Ofcom consultation response
- 2 Field days
- Visits to NRC and 'Radio enters the Home' exhibition.
- Museums, Churches, and Mills on the Air participation
- New 'Worked all Cambridge District' contest.

The Training Officer, Peter Howell gave a summary of training activities during the year:

- Nine Students took Foundation Courses (exams in 2024)
- One ongoing Intermediate Course
- Four Students attended at 'Practical Operating' Course at Foxton
- Three practical coaching sessions at M0DCV's QTH
- Morse training sessions initiated using Zoom.

## 7. **Appointment of Two Electoral Officers – Peter M0DCV**

Several nominations for election to the committee had been made prior to the meeting and no further proposals were forthcoming. Since there was no more than one nomination for each position open, there was no need to appoint Electoral Officers.

## 8. **Election of New Committee – Peter M0DCV**

The following candidates were each elected unanimously by a 'show of hands'. The new committee comprises:

- |                         |                        |
|-------------------------|------------------------|
| • Chair:                | Peter Howell M0DCV     |
| • Treasurer:            | Hamish Roberston G0GLJ |
| • Secretary             | Bryan Davies M0IPO     |
| • Training Coordinator: | Peter Howell M0DCV     |
| • Events Scheduler:     | Stephen Gibson M0WDN   |
| • Publicity officer:    | Bryan Davies M0IPO     |
| • Ordinary Member:      | Ryan Suchocki M0RSU    |
| • Ordinary Member:      | Derek Howard M0JUV     |
| • Webmaster:            | Nicola Titmus 2E0OIK   |

## 9. **Setting of Membership fees for 2024 – Hamish G0GLJ**

Prior to the AGM, the committee had discussed the fees considering the gradual return to in-person meetings and field-events but also the increasing cost of room hire etc.

The committee therefore propose to increase the full annual membership fee from £20 to £25. The other fees remain unchanged; Family members pay £5, Country members £10 or Paypal £11 and Junior/student members nothing.

The members voted unanimously to accept this proposal.

#### **10. Proposals for Life Membership and President**

As a gesture of appreciation for his many years of service to the club, the committee has granted life membership to Richard Parker – G4AWP who has now relocated to Yorkshire.

David Featherby M0ZEB who served for many years as our chairman, has kindly agreed to become our President.

#### **11. Election of Auditors for 2023 – Peter M0DCV**

At least two auditors, who may not be committee members, are required to inspect and formally approve the Treasurer's accounts. Steve Blunt G8CRB and David Tegerdine G0LRD kindly agreed to serve as auditors again this year. This proposal was accepted unanimously.

#### **12. Future Meetings**

On behalf of our Events Scheduler Stephen M0WDN, Bryan M0IPO mentioned the difficulty of finding speakers for the Friday night presentations and asked members to consider if they had a topic that they could present – even as a short 'lightning talk'. The difficulty was exacerbated by the reduced numbers of in-person attendees – largely a consequence of the Zoom facility, although this was appreciated by those who are unable to attend in person.

The committee were asked to keep this matter under review, as well as considering other regular meeting locations and intervals.

#### **13. Any Other Business**

Closure: There being no further business, the meeting was closed.

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*Bryan Davies – M0IPO  
Secretary to CDARC 28th January 2024*

## **Appendix A - Treasurer's Report**

### **Membership**

Note, the figures below shown in brackets are for 2022.

73 (69) members re-joined or joined over the year:

Full: 59 (56)

Country: 8 (7)

Family: 2 (3)

Student: 1 (1)

Honorary: 3 (2)

You may have noticed the 2022 figures don't agree with the figures in the 2023 Minutes, this is due to members paying for 2022 after the report went to press.

Sadly, 2 members became SK in 2023

John G0GKP (President)

Bob G0GVZ

May I take this opportunity to welcome the new members in 2023

Gerard G3WIP

Michael M0OMM

John G8IUV

Ian M3ZKI

Tom M7EVZ

Andrew M7RWK

Peter's students

Damasca

Mauro

Max

and returning members,

Martin G8KDF

Brian G0GFQ

Please can I remind all members to ensure the Treasurer has your current contact details.

## **Appendix B - Accounts**

Please see the Profit and Loss Account 2023 and the Balance Sheet as at 31<sup>st</sup> December 2023

### **Profit and Loss Account**

The club provides services in exchange for your membership fee.

The membership fee pays for:

- a bi-monthly meeting place during term time at Coleridge Community College
- a Zoom subscription and hotspot fee for those who can't physically attend Coleridge and for meetings outside term time.
- Insurances for equipment and the committee
- RSGB Affiliation
- 2 club callsigns (G2XV and G8EYV) for contests etc.
- Committee expenses
- Paypal expenses
- Energy costs for the running of the HF and VHF SDRs and the remote station

I'm very happy to report the accounts show the Income and Expenditure of the Operating Costs for 2023, including those expenses from 2022 paid in 2023, balance nicely, with a slight profit of £3.30.

Note: expenses known, but not paid for in the financial year (the invoices have not been received by 31<sup>st</sup> December), are shown later in the Balance Sheet as Current Liabilities

Moving down through the P&L, we see the income/expenditure for the year's events (Foxton rally, visits to museums, weekend special event stations, training courses etc.)

The cost of these activities exceeding the income from them by £282.31

Finally, the sale and acquisition of club assets, the major expense in 2023 being the acquisition of the trailer mast for use in e.g. contests.

The costs of new assets being somewhat offset by the sale of the FT2000.

The above activities have resulted in a loss of £1408.73, funded by the cash held at the bank, as you will see in the Balance Sheet

## Balance Sheet

Starting with our current assets, you may like to refer to the asset list sheet.

Current Assets now stand at £6665.16 (£4936.90)

Moving on to Tangible Assets (cold hard cash), our balance now stands at £7708.33 (£9117.06).

As mentioned above in P&L, the decrease is due to the acquisition of assets.

We do not have any Current Debtors

Current Liabilities (as mentioned in P&L)

The outstanding liabilities are December's invoice from Coleridge (£31) and the Energy Cost invoices (anticipated at ~£200)

Finally, we do not pay Corporation Tax, please see the Notes.

As you can see, our Net Assets in the 2023 Financial Year have increased slightly from £13896.31 to £14142.49, an increase of £246.18.

Auditors

I'd like to thank the Auditors, David, and Steve, for auditing the accounts and signing them off.

Committee

I'd like to thank the rest of the Committee for their time, effort, and support in 2023.

Membership

I'd like to remind all members that at the conclusion of this AGM, subs are now due.

Hamish Robertson, G0GLJ  
Treasurer 2023

CDARC Profit and Loss Account 2023

INCOME				EXPENDITURE			
2022	2023	2023		2022	2023	2023	
£	£	£	£	£	£	£	£
	Subscriptions 2021 and 2022 received 2023	102.50			Expenses 2022 paid in 2023	127.65	
	Donations 2022 received in 2023	1.38			VHF Remote [2022]	97.65	
	PayPal		1.38		Coleridge Room Hire - December 2022	30.00	
		103.88		506.04		127.65	
	Subscriptions			289.68	Friday Nights	785.05	
	Full (59)	1150.00		90.00	Coleridge Room Hire	454.00	
	Country (8)	80.00		172.68	Zoom Subscription - Monthly - Jan, Feb, Mar (Brian MOIPO)	43.17	
	Family(2)	10.00			Zoom Subscription - Annual (renew March 2024)	143.88	
527.50		1240.00		7.00	Hotspot SIM	84.00	
					Visiting Speaker	60.00	
				330.68	Insurance	315.33	
				147.00	Committee Indemnity Insurance	152.00	
				183.68	Equipment Insurance	163.33	
				52.00	RSGB Affiliation	61.00	
				0.00	Licence transfer - G2XV and G8EYV	40.00	
				12.49	Committee Expenses - Postage	11.55	
				2.80	Paypal Charges	0.00	
				228.81	Remote Station Energy Costs	0.00	
					HF Remote	0.00	
					VHF Remote	0.00	
				896.46		1212.93	
	Operating Costs 2023	1343.88				1340.58	
82.00	Rallies	52.35		48.20	Social Events	104.66	
82.00	CRG Rally - Bring and Buy	52.35	52.35	21.00	Village Hall	97.50	
				27.20	Catering	7.16	
49.00	Training	24.00		41.50	Training	20.38	
49.00	Foundation	24.00	24.00		Foundation	20.38	
	Course 18/03/2023		24.00		Hire of Foxton Village Hall (18/03/23)		18.25
	Intermediate	0.00			Attendee refreshments (18/03/2023)		2.13
	Advanced	0.00			Intermediate	0.00	
					Advanced	0.00	
108.00	Donations	47.47		110.00	Donations	281.09	
	Paypal		-1.03		Fulbourn Windmill Society - MOTA	100.00	
	Cash		22.50		Cambridge Centre for Computing History - G80CCH	50.00	
	Donation @ CRG Rally (2EQIVT)		2.50		Gerald - use of field	29.99	
	Donation @ CRG Rally (MQZAE)		20.00		St Nicholas Church - CHOTA	51.10	
	Bank		26.00		Cambridge Museum of Technology - Home Exhibition	50.00	
0.00	Project Kits	0.00		0.00	Project Kits	0.00	
0.00	Project Kits	0.00	0.00		Project Kits	0.00	
766.50	Income (excluding Sale of Assets)	1467.70		1602.20	Expenditure (excluding Purchase of Assets)	1746.71	
0.00	Sale of Assets	800.00		110.95	Acquisition of Assets	1929.72	
	Sale of FT2000 - Asset 615	800.00	800.00		Hotspot	30.00	
					Banner 6' x 2'	30.28	
					Zoom Computer, Sleeve and HDMI cable	252.00	
					Headphone Distribution Unit and Headphone Ear Covers	34.59	
					Yaesu FH-2 Keypad and DVS-6 Voice Memory Unit for FT-950 (inc. P&P)	82.85	
					Trailer Mast	1500.00	
766.50	Total Income	2267.70		1713.15	Total Expenditure	3676.43	
-946.65	SURPLUS/-LOSS (Income over Expenditure)	-1408.73					

The Auditors accept the 2023 Financial Statement of Accounts for C&DARC

Auditor 1 *David Tegardine* 25 JAN 2024  
 DAVID TEGARDINE GILRD  
 Auditor 2 *Steph Blunt* dated: 26/1/24

C&DARC Bank Details  
 Account Name: Cambridge and District Amateur Radio Club  
 Sort Code: 30-93-05  
 Account Number: 00103997

C&DARC PayPal Details  
 treasurer@cdarc.org.uk

**CDARC Balance Sheet 2023**

2022		2023
£		£
<b>4936.90</b>	<b>CURRENT ASSETS</b>	<b>6665.16</b>
	Assets for Coleridge Zoom Meetings	30.00
	Hotspot	30.00
4936.90	Asset List Items	6580.16
	Domain Name (Expires 21st Feb 2031)	55.00
<b>9117.06</b>	<b>TANGIBLE ASSETS</b>	<b>7708.33</b>
	Cash at Bank - Lloyds RESERVE ACCOUNT	0.00
8981.32	Cash at Bank - Lloyds TREASURER ACCOUNT	7627.65
6.00	PayPal	0.00
124.24	Cash Box	71.56
5.50	Cash in Training (MODCV)	9.12
	<b>CURRENT DEBTORS</b>	<b>0.00</b>
		<b>231.00</b>
157.65	<b>CURRENT LIABILITIES</b>	
127.65	Cheques Issued in previous year but not yet cashed	0.00
30.00	Coleridge Room Hire (karen.chapman@coleridgecc.org.uk) (£30 Jan-July, £31 Sept-Dec / evening)	31.00
0.00	Energy expenses for Remote TRX and HF SDR RX - G4AWP (due Dec)	100.00
0.00	Energy expenses for VHF SDR RX - MOWDN (due Dec)	100.00
0.00	<b>CORPORATION TAX</b>	<b>0.00</b>
	See Note 1 and Note 2	
<b>13896.31</b>	<b>NET Assets as of 31 December 2023</b>	<b>14142.49</b>

**Note 1**

From HMRC Business Income Manual 24205

**Meaning of trade: Mutual trading and members clubs**

**Introduction**

A club, established by its members for their own social or recreational objects, is unlikely to be liable to tax on any surplus which arises from transactions with its full members. This is because the surplus from such transactions does not arise from the carrying on of a trade. The club, in its dealings with its members, lacks the necessary element of commerciality. It is important to recognise that the reason that there is no tax liability is because the entity is not trading; and not because the transactions are mutual.

**Note 2**

From HMRC internal manual COTAX Manual

**COM23110 - Assessing: CTSA assessments: members' clubs and associations**

As a matter of departmental policy, where a club or unincorporated association does not expect its annual corporation tax liability to exceed £100 and it is run exclusively for the benefit of its own members, you should remove it from the obligation to submit a return. Wherever conditions make it possible, subject to any risk factors you may identify, it can be treated as dormant for a maximum of 5 years without being reviewed.

**C&DARC Bank Details**

**Account Name:** Cambridge and District Amateur Radio Club

**Sort Code:** 30-93-05

**Account Number:** 00103997

**C&DARC PayPal Details**

treasurer@cdarc.org.uk