



Chagfarm AGM Minutes

19th November 2015

Current Directors: Davon and Sylvan Friend, Gordon Murrell and Jasmin Othman

Member attendance:

Pamela and Colin Gibbs, Ed Hamer, Graham and Sheila Mead, Linda Lemieux, Tim Hemming, Davon and Sylvan Friend and Gordon Murrell.

Non member attendance: Eric and Jo Hodges and Gill Alker.

Minutes of AGM held at Endecott House, Chagford on 19th November 2015 commencing at 7pm

Agenda

Apologies

Minutes of AGM 2014 and matters arising

Farm report

Financial report - Adoption of Accounts 2014/15 (Propose and second)

Directors

Discussion points and feedback

A.O.B

Date of Next Meeting – 17 November 2016 (unless planned earlier)

1 Meeting welcome

Welcome to Chagford Community Farm's third annual general meeting! Our purpose is to enable our rural community to thrive by becoming more resilient in its production of food. Offering people an alternative to supermarket produce will play a key role in strengthening the local economy and creating new jobs over time.

2 Apologies

Jasmin Othman. Nicky Scott

3 Minutes of the last AGM and matters arising

The minutes of the previous AGM were formally adopted and proposed by Davon Friend and seconded by Pamela Gibbs. There were no matters arising.

4 Farm annual report

Here's a quick summary of the last year of farming:

Aims	Results 2013	Results 2014	Results 2015
Significant reduction in food production miles	Saved over 219,924 food miles	Saved over 219,924 food miles	Saved over 219,924 food miles
Bring people together with food/ Workshops and courses	12 open days and AGM	12 open days, AGM and seven workshops and training courses	11 open days, 2 cheese courses, 1 cider making demo and a joint open day with Chagfood.
Shift people's shopping habits away from out of town supermarkets and lower welfare to local and high welfare food	30 members spent £10k	57 members with spend of £12k	64 members with forecast spend £16k so far
Projects completed	Spring water supply (500 metre pipe and trench), septic tank, land drain, dairy built, animal housing and two miles of fencing constructed.	Milking parlour, roofed 140m2 goat shed, excavated cheese cave and erected one mile of fencing.	Milking parlour fitted out and signed off, toilet fit out, fenced 4 acres of woodland, diverted farm track, temporary farm kitchen and table and haybarn roof repairs

Farm infrastructure: fenced 4 fields, repaired 5 roofs, completed milk bottling and cheese dairy, completed milking parlour, had an electrical distribution network installed, built and connected a toilet, excavated cheese and meat cave area, purchased and crained two shipping containers in situ. Next up works on completing the cheese and meat caves, off grid power and butchery facilities. Here is a summary of our current and future projects:

Current projects

- Passively cooled cheese and salami maturing facilities (funded – 60% complete)
- Roof repairs (funded 98% complete)
- Main goat shed (funded 95% complete)
- Outdoor kitchen (funded 50% complete)
- Timber frame trailer building (funded 40% complete)
- Orchard and pond (funded 10% complete)
- Goat and chicken fencing (funded 30% complete)

Future projects

- Butchery (seeking 50% of funding through Dartmoor LEAF)
- Solar panels, battery bank and biomass boiler (got 50% of funding through Awards for All £10k in bank. Got funding for feasibility and design of solar panels and biomass system from WRAP £15k in bank).
- Chick rearing and dispatching facilities (No funding yet sought – talking to funders).

Goats: We have 6 nanny goats, mostly 2 and half years old now and we have been milking them since April this year after they gave birth to 11 kids. They had four females and seven male kids. The females will eventually join our milking herd and the males will be reared for meat. In early September our raw goats milk dairy business was approved for trading and we have since been supplying approximately 20 litres a week to members. During the summer our peak milk supply was 10 litres per milking and is currently now 4 to 5 litres. We now need to dry the goats off and get them in kid.

Pigs: This July our large black sow Cassandra gave birth to the first piglets on Chagfarm. She had a litter of 11 with seven females and four males (oddly enough the exact opposite to the goats). The large blacks enjoyed some goats milk this year and are currently rooting around in four acres of woodland (during the nut fall). We are aiming to get to the point where we take one animal a month to slaughter.

Chickens: We've now produced 18 batches of chickens since we started farming. We now produce batches of 50, bought as 3 to 4 week old chicks off heat and reared a further 2 months. We are currently building a chicken enclosure with 6 rotation plots giving the chickens access to shade, grass, woodland, sunlight and plenty of space to forage in, safe from the foxes with a 6ft electrified fence.

Bees: It's been a very difficult year for our bees, we lost a few hives over winter and during the summer. Wasps also caused our bees significant problems, taking much of the honey we were looking to harvest.

Member communications: We will continue to send out monthly communications and adhoc emails using mailchimp. We hope members find the text message alerts useful.

Workshare roles: We currently have Juliette Terry (photographer) and Tim Hemming (welding and metal work) and are looking for others.

5 Financial report and summary

	31 March 2015		Period to 31 March 2014	
	£	£	£	£
TURNOVER				
Sales goods		-		2,038
Sales Membership		11,662		11,504
Grants		330		1,750
Donations		(97)		15,484
		<u>11,895</u>		<u>30,776</u>
COST OF SALES				
Opening stock Livestock	2,425		-	
Opening stock deadstock	100		-	
Purchases Livestock	1,614		2,775	
Goods for resale	7,033		8,451	
Dairy costs	2,012		495	
Vet & AI	362		561	
Feed Hay & Straw	2,719		2,308	
Sundry & Haulage	1,166		957	
Closing stock Livestock	(2,200)		(2,425)	
Closing stock - dead stock	(714)		(100)	
		<u>(14,517)</u>		<u>(13,022)</u>
GROSS SURPLUS/(DEFICIT)		(2,622)		17,754
Administrative Expenses				
Salaries	3,000		2,750	
Rent	550		675	
Light and heat	-		85	
Vehicle & Travel	4,168		4,249	
Farm fuel & oil	676		399	
Machinery repairs	979		202	
Set up costs and new build	7,338		11,410	
Farm repairs	4,287		2,454	
Insurance	724		686	
Office costs	345		915	
Advertising and marketing costs	1,417		407	
Training	12		315	
Market research costs	630		-	
Professional fees	1,400		1,249	
Subscriptions & sundries	1,363		891	
Bank charges & Interest	(342)		911	

Charitable donations	-	20
Depreciation of plant and machinery	1,679	1,453
Sundry expenses	2	-
	<u> </u>	<u> </u>
	(28,228)	(29,071)
DEFICIT ON ORDINARY ACTIVITIES BEFORE INTEREST	(30,850)	(11,317)
Interest Receivable		
Bank interest	2	3
	<u> </u>	<u> </u>
	2	3
NET DEFICIT	(30,848)	(11,314)
	<u> </u>	<u> </u>

Financial notes:

The reason for the reduction in regular income (sales goods and sales membership, not including donations and grants) was mainly due to the timing of members annual up-front payments. We previously received about 25% of our annual membership fees from members paying in advance in March for the season beginning in April each year. Less members paid up front in March 2015 for the current season which effected these accounts.

Setup costs and farm repairs were mainly costs for installing the milking parlour and repairing the barn roofs. Advertising costs were for our new website and promotional video. Professional fees included legal fees for our new tenancy.

Income this season has greatly improved, mainly as a result of existing members increasing their spend and some new members. This season we are forecasting a turnover from membership sales of £16k.

6 Any changes to Directors

No changes were proposed. This was proposed by Graham Mead and seconded by Tim Hemming. If anyone is interested in becoming a Chagfarm director we are always looking for people who can represent our community in different ways and with different skills. Please get in touch by emailing Davon and Sylvan Friend on membership@chagfarm.org or calling 07779652333. Workshare roles are also advertised on our website: www.chagfarm.org

7 Discussion points

1, WRAP Feasibility study for renewable power and biomass systems – Gill Alker of Forest Fuels presented results of a renewable energy and biomass feasibility study they have undertaken funded by a grant from Waste Reduction Action Program (WRAP). Members thanked Gill for the presentation and asked some questions. The main issues were with the small capacity of the £17k solar panel and battery bank system proposed at 4.5KW and the £27k cost of investing in a biomass system. Further member engagement and feedback is welcomed. Please review our plans and provide feedback here: <https://www.surveymonkey.com/r/6D6YCZM>

2, Proposal to move from a small membership to a large membership Community Interest Company (CIC) – Davon proposed that we change our status from a small membership CIC to a large membership CIC as we already operate like a large membership CIC. There were no objections to this, everyone supported it and was proposed by Davon and seconded by Pamela Gibbs.

3, Grant funding update from Gordon Murrell

Applied for during 2015	Result	Action
Princes Countryside Trust	Unsuccessful	Reapply
DNPA Your Dartmoor Fund	No longer active	No longer active
Golden Bottle & Bulldog Trust	Unsuccessful	Reapply 2016
Lottery Awards For All	Successful £9,704 for renewable power project	
Lottery Power to Change	Unsuccessful, did very well, 5 days business support to be provided	Reapply ?
Greater Dartmoor LEAF	Application in progress £4,800 40% funding for the butchery project.	
DEFRA Rural Community Energy Fund (WRAP)	Successful £15,000 for feasibility and design work for the renewable power and biomass system, nearing completion	

Numerous other funds identified and investigated.

Honeycomb – We have a problem that we do not have any honeycomb from our hives due to the problems we had with bees this year. We agreed that we would email honeycomb members with the following options:

1. Have something else from Chagfarm instead (meat, milk or cheese for example)
2. Would they like us to buy some honeycomb in from Peter Hunt (400g of honeycomb)
3. Are they prepared not to receive anything on the basis they accept some of the risk of farming

Please note. We understand some families are on a tight budget and that's why we are offering these options. Buying honeycomb in would be a gesture to members for the lack of product this year but would ultimately slow the progress of Chagfarm down as we don't have any money in the bank for buying this honey. Hence we'd have to use money that would otherwise be spent on investing in new facilities on the farm.

Proposed frozen milk – We discussed the current reduction in milk due to the fading light and weather which affects the goats. We are now only milking 4 litres a day and will soon struggle to get fresh milk to members with a current demand of approximately 25 litres a week. We proposed to supply freshly frozen milk for overwinter supplies and to avoid wastage until milk yield improves next spring/ summer. Goats milk defrosts well and we've already supplied frozen milk last season from Janville dairy in Uptontery. The milk member in attendance was in support of this idea and we hope to get further feedback and approval from other milk members in due course.

Cost of production review

We discussed the current market rates charged by similar organic meat box schemes including Riverford and Eversfield:

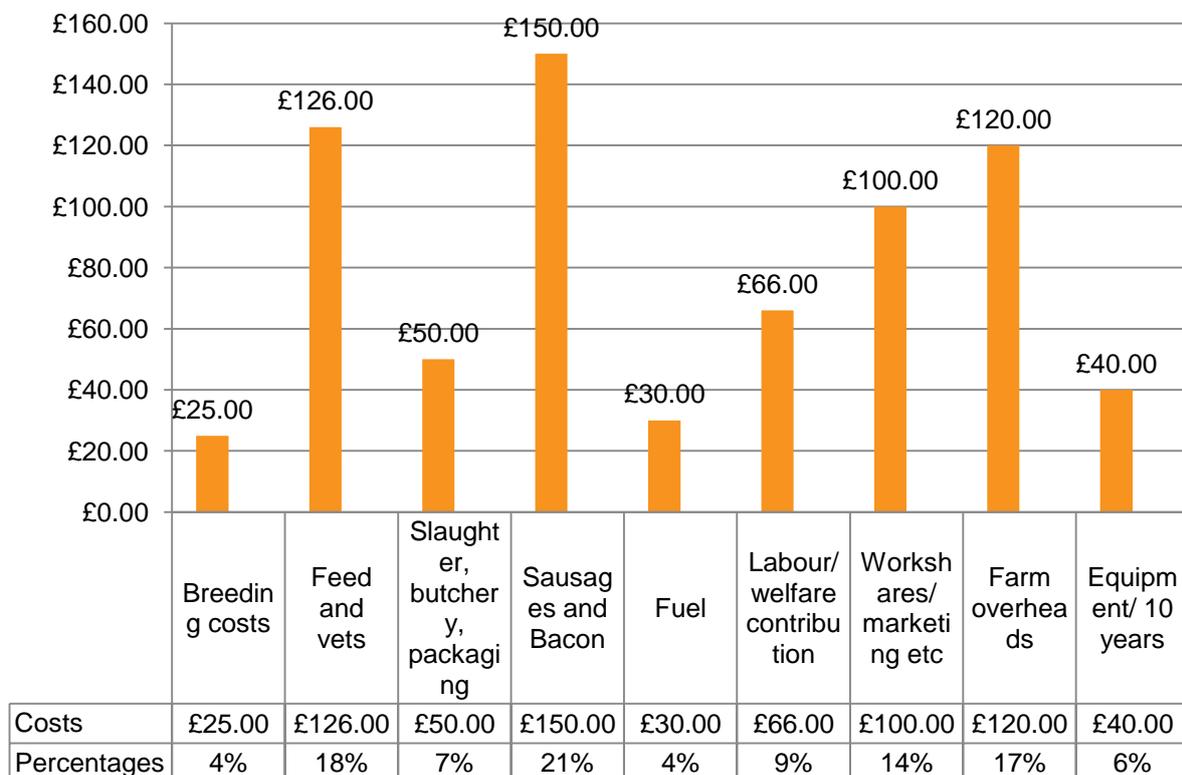
Riverford prices

- medium chicken 1.6kg £13.55
- pork sausages 400g £3.95
- unsmoked back bacon 200g £4.65
- boned loin of pork 1kg £15.95
- lamb half leg 1kg £18.86
- High Weald halloumi 150g £4.39

Eversfield prices

- medium chicken £14.71
- smoked back bacon 1kg £14.88
- herby sausages 1kg £11.88
- boned leg joint pork 1kg £13.75
- lamb averages about £17 per kg

We then presented the graph below showing our current costs of production and split of costs for rearing a 70kg pig on the farm with a one year life. It also shows what contribution each animal makes to Sylvan's salary each month. The costs total £707.00 and the income potential is approximately £700 (without any low income discount). What is significant is that just £66 of this goes towards Sylvan's salary at the moment. It was subsequently proposed that based on 30 pork members subscriptions if we raised our cost per kg from £10/kg to £11/kg this would give Sylvan another £30 a month from each animal. Hence we are proposing to increase the cost of our goats meat and pork shares from £10 to £11 starting from April next year. We have not changed our meat prices since starting in 2013 and feel this is the right time. We also want to get others members feedback on this proposal.



8 AOB

Davon congratulated Sylvan for all the hard work on the farm this year, with installing our milking parlour facilities and getting approval to trade raw goats milk. This is something we dreamed of five years ago and is now a fantastic reality. We are currently the UK's only micro goat dairy producing organic and raw goats milk, as a community supported agriculture scheme.

Thank you to all members for your ongoing support. We couldn't do any of this without your support and backing.

Next AGM meeting date: 17 November 2016 (unless planned earlier – members will be given at least one months notice for any changes). Our AGM date is always advertised on our website.

9 Your feedback

Please make any notes, questions or give us any feedback by emailing membership@chagfarm.org or by completing our annual survey online here: <https://www.surveymonkey.com/s/7B58S9F>