



Chagfarm AGM Minutes

7 July 2016

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

Accountant: Jane Bowes, Willingstone Business Services

Members in attendance: Ralph Mackridge, Linda Lemieux, Ed Hamer, Mara Green, Charlie McCallum, Dan Burston, Peter Lamb.

Non Members: Jane Bowes and Rod Friend.

Agenda

Apologies

Minutes of AGM 2015 and matters arising

Farm report

Financial report - Adoption of Accounts 2015/16 (Propose and second)

Directors

Discussion points and feedback

A.O.B

Date of Next Meeting – Thursday 6 July 2017

1 Meeting welcome

Welcome to Chagford Community Farm's fourth 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

Gordon Murrell, Cllr James Innes, Sandra Dodd (Dartmoor Hill Farm), Tom French (Okehampton Times), Susan Harley, Ellen McCallum

3 Minutes of the last AGM and matters arising

The minutes of the previous AGM were formally adopted by a proposer and a seconder, whose names were Linda Lemieux and Sylvan Friend. There were no matters arising.

4 Farm annual report

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

Aims	Results 2013/14	Results 2014/15	Results 2015/16
Significant reduction in food production miles	Saved over 219,924 food miles	Saved over 312,638 food miles	Saved over 423,912 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	64 members spent £12k	70 members spent £18k
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	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	Launched dairy with sale of raw milk in September 2015. Forestry project in South Hams bringing in income for solar panels and timber for construction on the farm. Chicken and goat fields fenced. Tracks.

	cave and erected one mile of fencing.		
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Farm infrastructure: fenced 4 fields, repaired 1 roof, painted 1 roof, diverted farm track around our North yard, made improvements to the footpath allowing us vehicle access to our fields in all seasons.

Here is a summary of our current and future projects:

Current projects

- Solar panels, battery bank and plant room (funded and 10% complete – started this week)
- Timber frame trailer building (funded 80% complete)
- Butchery (60 funded – 0% complete - due to start in August)
- Passively cooled cheese and salami maturing facilities (50% funded – 60% complete)

Future projects

- Chick rearing and dispatching facilities (No funding yet sought – will talk to Awards for All and other farming funds).
- Roof repairs (funded 98% complete)
- Main goat shed (funded 95% complete)
- Outdoor kitchen (funded 50% complete)
- Orchard and pond (funded 10% complete)
- Micro-brewery and water bottling later on (no funding yet sought)

Goats:

- We have 13 nanny goats in milk (Jenny, Fatima, Mildred, Yaya, Sinead, Tara, Margeret, Blanche, Delmeza, Edith, Demeter, Matty and Annie/ Doris) and 3 further adult females that did not get pregnant this year.
- They gave birth to 20 kids this year. Four females and 16 male kids
- The females kids will join our milking herd and the males will be reared for meat
- We launched our raw goats milk dairy in September 2015
- Current milk volume is 15 litres per milking
- We have our own Billy (named Bertie), who served the nanny's last year

Pigs

- Cassandra gave birth to the first piglets on Chagfarm in July last year
- We failed to get her in pig earlier this year and so Boris the Boar is visiting again in a few weeks
- This meant we had to buy in four organic weaner pigs to tie us over. We are also planning on having two sows on the farm.

Chickens

- 27 batches of chickens produced on Chagfarm
- Currently producing 65 birds a month (increasing a few birds a month)
- New chicken enclosure with 6 rotation plots giving the chickens access to shade, grass, woodland, sunlight and plenty of space to forage in

- Housing arrangements improved and easier to feed, top up bedding and muck out

Bees

- Last year was a very difficult year for our bees. Problems with wasps and chalk brood.
- We lost one hive over the winter and bought two new hives in February.
- Currently have three hives.
- The two new hives are strong and we hope to have some honey for members this year.

Workshare roles. We currently have:

- Tim Hemming – Metal work and cheese cave development
- Juliette Terry – Photographer
- Peter Lamb – Carpentry and project work

We are actively looking for relief milkers and people with building skills for project work.

5 Financial report and summary

Proposed by Linda Lemieux and Seconded by Ralph Mackridge. Signed by Davon and Sylvan Friend.

Chagford Community Farm CIC Detailed Income and Expenditure Account For The Year Ended 31 March 2016

	2016		2015	
	£	£	£	£
TURNOVER				
Sales Markets & events		137		-
Sales Membership		16,530		11,662
Training Income		288		-
Timber sales (merchant)		4,580		-
Grants		24,919		330
Donations		-		(97)
		<u>46,454</u>		<u>11,895</u>
COST OF SALES				
Opening stock Livestock	2,200		2,425	
Opening stock deadstock	714		100	
Purchases Livestock	2,333		1,614	
Goods for resale	6,034		7,033	
Dairy costs	867		2,012	
Vet & AI	398		362	
Feed Hay & Straw	4,038		2,719	
Sundry & Haulage	1,776		1,166	
Woodland costs	1,289		-	
Closing stock Livestock	(8,724)		(2,200)	
Closing stock - dead stock	(1,012)		(714)	
		<u>(9,913)</u>		<u>(14,517)</u>
GROSS SURPLUS/(DEFICIT)		36,541		(2,622)
Distribution Costs				
Stalls and events	608		-	
		<u>(608)</u>		<u>-</u>
Administrative Expenses				
Salaries	3,000		3,000	
Rent	800		550	
Light and heat	19		-	
Vehicle & Travel	6,337		4,168	
Farm fuel & oil	263		676	
Machinery repairs	295		979	
Set up costs and new build	235		7,338	
Farm repairs	3,854		4,287	
Insurance	820		724	

Office costs	423	345
Advertising and marketing costs	842	1,417
Training	13	12
Market research costs	-	630
Accountancy fees	471	-
Professional fees	15,369	1,400
Subscriptions & sundries	654	1,363
Bank charges & Interest	30	(342)
Depreciation of plant and machinery	1,445	1,679
Depreciation of motor vehicles	1,267	-
Sundry expenses	-	2
	<u>(36,137)</u>	<u>(28,228)</u>
DEFICIT ON ORDINARY ACTIVITIES BEFORE INTEREST	(204)	(30,850)
Interest Receivable		
Bank interest	3	2
	<u>3</u>	<u>2</u>
NET DEFICIT	<u>(201)</u>	<u>(30,848)</u>

Historic and forecast financials

Financial summary	Actual Mar-14	Actual Mar-15	Actual Mar-16	Forecast Mar-17	Forecast Mar- 18
Membership	£13,542	£11,662	£16,670	£24,000	£30,000
Events			£425	£800	£1,200
Grants	£17,234	£330	£24,919	£7,391	
Forestry			£4,580	£4,500	£1,000
Total income	£30,779	£11,895	£46,594	£36,691	£32,220
Cost of sales	£13,022	£14,517	£15,064	£9,000	£10,200
Total expend	£42,093	£42,745	£53,030	£36,610	£37,090
P/L	(£11,314)	(£30,850)	(£6,436)	£81	£5,310
Reserves	£15,685		£9,700		
Indicative members	32	57	75	85	95

6 Discussion points

1. **Adoption of our new Business Plan 2016-19** with a clear road map for improving Sylvan's farm salary and producing more exciting new products for our members. Any feedback or suggestions for the next three years are welcome.
 - Attendees provided positive feedback on the business plan and encouraged us to fast track the projects included as soon as possible. They also asked for it to be emailed over to them.
2. **New products coming soon!** Cheese, yoghurt, keffir, our own farm sausages etc
 - Sylvan spoke of the soft cheese variety which will be introduced this summer with Hallumi, Yoghurt Cheese, Ricotta and possibly Feta. He also expressed his excitement of making our own punchy flavoured sausages soon.
3. **Pricing our Organic Halloumi cheese** – we are about to launch our Halloumi cheese and want to discuss packing and pricing with members. £4 for 200g. Soft cheese variety will increase to £3.25 (currently £3).
 - This price was agreed by all attendees.
4. **Recruiting new members/ business members** – in order for us to be viable we need to get to 80 to 100 members (depending on order volumes of course). Suggestions for how we do this are welcome.
 - It was suggested that we setup a stand with a goat outside the school or in the centre of town to promote our goats milk and membership. We will do this very soon.
5. **Recruiting new work share members/ directors** - we are always on the lookout for new directors and now that we are a large membership CIC.
 - It was suggested that we outline exactly what tasks we have at hand so that people can easily help out and we can create working parties. It was noted that training courses (like the stone walling course) often put people off as they don't always want to be lectured.
6. **Talks with Chagfood** about a single membership offer/ merging in the future.
 - We outlined how we are working more closely with Chagfood to create a single membership offer. Members understood the benefits and complexities of creating a single sign up process.
7. **Collection points** – Any suggestions for new collection points. One example being Throwleigh. Potential for a combination lock on the Chagford collection point.
 - It was agreed that we would trial a combination lock on the Chagford collection point and open a Throwleigh collection point next month (August).

7 AOB

None.

8 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>