



Minutes of the 2018 Annual General Meeting

Soci t  Jersiaise Members Room, 7 Pier Road, Saint Helier, Jersey

14th March 2018 at 8pm, with 45 members present

Chair

President Colin Isherwood was elected chair of the meeting and welcomed all those present.

1 Apologies

The Secretary received apologies from Bob Le Sueur, John De Carteret, Patrick McCarthy, Josephine Ginns, and Ron Russell, and read out a letter received from Mr Russell.

2 Minutes of the 2017 Annual General Meeting and Matters Arising Therefrom

The Secretary provided a printed copy of the 2017 minutes to all members present and summarised the minutes from the 2017 Annual General meeting. They were adopted on a show of hands by the members. There were no matters arising from the 2017 Minutes.

3 To approve the Secretary's Annual Report

The Secretary read out his report, which is attached to and forms part of these minutes. His report was considered and adopted on a show of hands by the members.

4 To approve the Archivist's Annual Report

Archivist Colin Isherwood read out his report which listed many donations of artefacts and enquiries from various parties. Colin shared that in 2017 he had assisted the author of a dissertation, and is pleased to report that she passed with honours.

Colin also reminded those present that the 2017 Archives Day opening at Battery Lothringen was a success, and included a visit by the Lieutenant-Governor and his wife, who showed a keen interest in the Occupation artefacts on display.

Colin also noted that the increasing number of artefacts in our collection were going to necessitate a move to a larger storage space, in order to organise and properly catalogue them all.

This year Colin and Wendy Br e were travelling to Guernsey in April to help organise an Occupation Home Front Exhibition at Samares Park, in support of CIOS Guernsey.

Lastly, Colin thanked Geoffrey Zimmer for recovering a German box at Acorn Recycling, Malcolm Amy for his efforts as Fortifications Co-ordinator, and Matthew Costard for his efforts as Heritage and Planning Liaison.

2017 Artefact donations Included

- Wartime photos of Jersey Airport were donated by Klaus Dietrich
- A wooden toy rocking horse
- Jerry cans and aluminium basins

His report was considered and adopted on a show of hands by the members.



5 To approve the Treasurer's Report and Financial Statements

Treasurer Wendy Brée referred to the financial statements as distributed to the meeting. The Treasurer's full Report is attached to and forms part of these minutes.

Wendy reported modernisations to how the accounts were managed, and upgrades to electronically stored spreadsheets. She also made the following observations:

- 5.1 The Company Accounts are now balanced.
- 5.2 Membership subscription rates are likely below the cost of administering them.
- 5.3 Marc Yates deserved a 'thank you' for increasing our bunker takings through his privately led tours.
- 5.4 GST paid for the past five years is now claimed back.
- 5.5 2017 saw some larger (but necessary) expenditures for repairs to several fortifications.
- 5.6 Thanks are also due to David Letto and our Honorary Auditors for their assistance.

The Treasurer's Report was considered and adopted on a show of hands by the members.

6 Fortifications Co-ordinator's Annual Report

Malcolm Amy produced a printed report which Colin read some highlights from. A PDF copy was requested for inclusion with these minutes, however none were ever supplied. Therefore members interested in reading the 2018 Fortifications Co-ordinator's report should contact Malcolm Amy directly to request a copy.

7 To discuss (and adopt if approved) any changes to Rules and/or Resolutions

The Secretary read out several proposed changes to the Association Rules, and a proposed increase to 2018 Membership Subscription rates as described below.

7.1 Rule changes

- 7.1.1 Rule No. 4 shall be amended to read: "*Candidates for election as members can be elected at any meeting of the members, their application forms having been duly signed by a proposer and seconder who must be members*" and a second paragraph added: "*Committee members shall not propose or second incumbent Committee members.*"
- 7.1.2 Rule No. 14 shall be amended to read: "*Visitors are welcome to attend meetings, but no visitor may attend more than two meetings in any one year (a year to count as running from one A.G.M. to the next), and a fee of £5 shall be paid for each meeting attended whether it be held outdoors or indoors.*"
- 7.1.3 Rule No. 18 shall have the following new first paragraph inserted: "*All communications by the Society to members shall use email by default. Members may opt-in to postal communications by contacting the Secretary.*" and the existing first paragraph amended to read: "*The Secretary shall from time to time give publicity to the members of those activities which the Company proposed to undertake in furtherance of the Objects.*" and the existing second paragraph amended to read: "*Publicity of such activities shall be by way of a notice signed by the Secretary and sent to each member of the Society.*"



7.1.4 Rule No. 19, second paragraph, shall be amended to read: "Each and every member shall provide the Secretary with their preferred email and postal address details."

7.2 Rate changes

7.2.1 New subscription rates shall be increased or amended to the following plans and rates: Individual £22, Couples £33, Junior £16.50, Family (single parent) £31, Family (two parents) \$42, Worldwide £28.

7.2.2 The separate 'E.U.' membership subscription type is removed, as it is unnecessary.

7.2.3 A new Corporate Membership subscription shall be offered to companies. For £200/year, companies receive one Occupation Review, five membership cards, and a listing as a supporter on our website.

All the above proposals were individually considered and adopted on a show of hands by the members.

8 Election of Officers and Committee Members

The Chair referred everyone to the list of 2018 Proposed Officers, and the 2018 Officers and Committee Members are:

Position	Name	Proposer	Seconder
President	Colin Isherwood	Matthew Costard	Alan Allix
Vice-president (1)	Matthew Costard	Tom Brossman	Malcolm Amy
Vice-president (2)	Malcolm Amy	Seb Boudier	Matthew Snepp
Secretary	Tom Brossman	Jeremy Hamon	Robert Le Sueur
Treasurer	Wendy Brée	Malcolm Amy	Tony Pike
Editor of Publications	--	--	--
Archivist	Colin Isherwood	Malcolm Amy	Graeme Delanoe
Social Secretary	Noel Le Fondré	Dave Hocquard	John Pasturel
Press Officer	Tony Pike	Malcolm Amy	Matthew Costard
Committee Member (1)	Seb Boudier	Malcolm Amy	Geoffrey Zimmer
Committee Member (2)	Amy-Rose Rodgers	Matthew Snepp	Alex Fearn
Committee Member (3)	Stephen Polson	Amy-Rose Rodgers	Malcolm Amy

As none of the positions were being contested, the election of all proposed above was considered and adopted on a show of hands by the members.

9 Election of Auditors

Matthew Snepp was nominated to be our Honorary Auditor for 2018.

10 Any other business



- 10.1 Richard Heaume of CIO S Guernsey described plans for an upcoming day trip August 18th, and lamented the fact that they had to give up one fortification as the hire rate was increasing from £1500 to £6000/year. CIO S Guernsey are now restoring part of Batterie Mirus
- 10.2 Geoffrey Zimmer asked whether adequate security was in place for the artefacts stored at Battery Lothringen. Colin reassured him that this was the case.
- 10.3 Geoff Morris kindly proposed a guided tour of the Masonic Temple, including an interactive talk with numerous artefacts and photographs, describing visits to the Temple by Occupying forces in October 1940 and their return in January 1941 with a wrecking party from Berlin under the orders of Hitler.
- 10.4 Marc Yates spoke about the recent Military History Forum, which several CIO S members participated in, and proposed a second one for late 2018. Marc also stated that he is looking for more presenters on military history topics.

The meeting closed at 9:20pm.

A handwritten signature in black ink, appearing to read 'Tom Brossman', with a long horizontal line extending to the right.

Tom Brossman
CIO S Jersey Company Secretary
14th March 2018



Secretary's Annual Report

14th March 2018

Mr. President, Ladies and Gentlemen,

I hereby submit my first annual report for the year just ended. Below is a summary of our member meetings and Society events for the previous 12 months.

2017

March	Annual General Meeting Wednesday 8 th
April	Jersey Archive Tour Wednesday 12 th at Jersey Archive
May	Liberation Day Slave Workers Memorial Service Tuesday 9 th At the Slave Workers Memorial, Westmount
June	Guided Walk: "Heroes of the German Occupation" Sunday 11 th Albert Pier area with Blue Badge Guide Martin Walton Batterie Lothringen 40th Anniversary Opening & Archives Display Sunday 25 th at Noirmont Point
July	Saint-Malo Day Trip Saturday 22 nd with Neil Walker
August	Normandy Day Trip Wednesday 23 rd with Noel Le Fondré
September	Film: "Hitler's England" Wednesday 13 th at the Société Jersiaise
October	No Member Events 2017 Occupation Review The annual Review was released by the CIOS Jersey branch.
November	Film: "Breakout From Normandy" Wednesday 8 th at the Société Jersiaise Trinity Commando Raid Memorial Service Friday 10 th Former Internee Get-Together & Archives Display Sunday 26 th at Saint Helier Town Hall
December	No Member Events

2018

January	Talk: "Limpet Stew to Liberation" Wednesday 10 th with Colin Isherwood at the Société Jersiaise Local History Fayre Friday 19 th & Saturday 20 th at the Town Library Holocaust Remembrance Day
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February Saturday 27th
Beijing Baiyi School Students Visit
Thursday 1st at Noirmont Point
Film: "A conversation with Bob Le Sueur"
Wednesday 14th at the Société Jersiaise

2018 was another successful year for the Society, with membership numbers today at 419 (409 paying members & 10 Lifetime). A small percentage didn't renew, but as with last year, we saw plenty new members join.

Last year I expressed my concern that we are not putting enough effort towards telling Jersey's side of the Occupation story. Instead we dedicate the majority of our time and capital towards preserving the legacy of Jersey's German oppressors and I find this very odd.

For my part, I have started producing a series of video interviews called "Occupation Conversations" to directly tell the stories of Jersey men and women who lived here during the war. These are an opportunity to describe daily life to a mainstream audience. I have three already filmed and plenty more to schedule going forward.

To their credit, the bunker teams do a lot of work, with some fortifications maintaining a high degree of integrity and authenticity. However others use a lot of reproduction and replica gear, making them more popular with tourists than they are with historians.

Once again I remind you that the Society is "dedicated to the preservation and recordal of all aspects of the German Occupation of Jersey during the Second World War".

I would like to encourage all members to volunteer some of your time. Visualise a project you would like to see happen and then start working on it. You can organise a guided walk or talk, conduct original research using our Archives, assist with surveys of important Occupation sites, and much more. Contact me any time and I'll help you get started.

Tom Brossman
Secretary
14th March 2018



Channel Islands Occupation Society (Jersey) Limited

As the new Treasurer I would of course want to make a few changes.

The biggest one is behind the scenes and one that won't be noticeable to you. This is the first year that all the accounting information is electronic – it is now all double entry bookkeeping on excel spread sheets. One of the benefits to this is it's very easy to filter information to enable me to answer queries on income and expenditure and forecast more easily.

The second change is that I have adopted the accrual accounting method so that the accounts show more accurately what income and expenditure occurred in that year.

I have looked through the accounts since the 1999 ones and although they have had a statement of net assets, they have not had a balancing figure with the Company's Reserves. I started my working life in a Trust Company with big old ledgers, which we young bookkeepers had to balance to the penny – and often spent many hours doing just that. This was so instilled in me that I couldn't take on this position without being able to take the figures to Trial Balance and see a Balance Sheet with a balancing figure. I have been through the accounts for the last 17 years and made adjustments to the carry forward figures, and have had to put an adjustment into this years accounts to balance them.

It also doesn't sit well with me to have the stock as a note to the accounts, although nothing fundamentally wrong with it, I would prefer to see it as an integral part of the accounts. My predecessor David Letto has quite rightly been devaluing the stock of books and old reviews over the past few years, but as we are selling less and less I have taken this opportunity at the time of bringing them into the assets of lowering the value even further, as in reality we are unlikely to sell some of the large stocks of reviews.

It was interesting to look through the income and expenditure accounts for the last 17 years and some things became quite apparent. Interest in the Occupation of Jersey is growing – subscriptions and bunker admissions and tours are the highest of that period. We do however, want the subscriptions to cover membership expenses such as cost of reviews, printing, postage etc. and at the moment they don't. By putting up the membership fees as proposed by the Secretary, we will go some way to achieving this, and hopefully by becoming more electronic, this will cover it.

We were also lucky last year to be working with Marc Yates – History Alive who has been taking tours around the bunkers and increasing our admissions. Unfortunately, the bank interest is less positive – in our hay day it was as much as £773 but only £2.16 this year!!

As a charitable organisation the Company is able to claim back any GST paid. The maximum length of time that GST can be claimed back from is 3 years. GST was claimed back this year from 2014 to 31 December 2016. This will now be claimed annually in future years.

I don't like 'miscellaneous' so have tried to detail these expenses more specifically this year, hence there is no figure against it in these accounts.

CIO Jersey and CIO Guernsey publish the Reviews in alternate years. This year CIO Jersey published the reviews.

Bunker expenditure covers all bunker spend from cleaning materials, electricity to renovations. Some of the larger expenditure last year was to improve some of the displays at Noirmont for the 40th Anniversary. Putting a door onto K1 at Corbiere after entering the complex on a very hot August day! Also, obtaining planning permission for U/Wako Fest at Corbiere.

As a charity we are not to make a profit, and although we need to maintain a 'rainy day' fund, income from the bunkers is to be ploughed back into their restoration

All that's left to say, is that in my opinion we had an excellent year in 2017. This is certainly thanks to all the volunteers from the Bunker teams and the work they have put in to making the bunkers so interesting to visit and opening them up so regularly.

Personally I would like to thank them for the support they've given me this year. Also a thank you to David Letto for helping me in the early days of handover and some useful accountancy advice from Patrick McCarthy. Also thank you to Maurice Saunders and Graeme Delanoe for auditing the Accounts.



Channel Islands Occupation Society (Jersey) Limited

Balance Sheet and Accounts for the year ended 31 December 2017.

Committee Members and Directors

President	Colin Isherwood
Vice Presidents	Matthew Costard Damien Horn
Treasurer	Wendy Brée
Secretary	Tom Brosman
Social Secretary	Noel Le Fondré
Editor of Publications	Paul Ronayne
Archivist	Colin Isherwood
Press Officer	Tony Pike
Committee Members	Tony Chalker Alex Fern (resigned 13.11.2017) Malcolm Amy

Registered Office: 3 Newcastle Close
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St John
Jersey JE3 4FZ

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Jersey JE4 5PB

Registered Company Number 105893

Registered as a Non-Profit Organisation in Jersey NPO0720

Website www.cios.org.je

Honorary Auditors: Graeme Delanoe
Maurice Saunders

We have examined the Balance Sheet and Income and Expenditure for the year ended 31 December 2017 and found them to be an accurate record.

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Graeme Delanoe

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Maurice Saunders

Dated.....

Dated.....

Notes to Accounts

1. This year the accounting method has been changed to accrual accounting, which gives a more accurate picture of income and expenditure for the accounting year.
2. The book and review stock has previously been valued and added to the accounts as a note. This year these have been re-valued and added to the Company's assets. In 2016 the stock was valued at £24,120.72, but sales are diminishing, so this year they have been valued lower with a view to decrease the stock in the forthcoming year. An adjustment has been made in the Reserved Funds to add the stock into the Accounts.
3. In the years since 1999 the Statement of Net Assets has not had a balancing figure with the Reserved Funds. To enable this in the future years an adjustment has been made.
4. As a charitable organisation the Company is able to claim back any GST paid. The maximum length of time that GST can be claimed back from is 3 years. GST was claimed back this year from 2014 to 31 December 2106. This will be claimed annually in future years.
5. Miscellaneous expenses has been detailed this year for example Annual Return and Wreaths
6. The hire of the Museum room has historically been paid once every two years. This payment is for 2015 and 2016. In future years it will be paid annually.
7. CIOS Jersey and CIOS Guernsey publish the Reviews on alternate years. This year CIOS Jersey published the reviews.
8. Bunker expenditure covers all the bunkers for spend from cleaning materials, electricity to renovations.

Balance Sheet as at 31 December 2017

	Notes	2017 £	2016 £
Current Assets			
Stock	2	7,498.00	-
Debtors		1,730.25	-
Cash at Bank			
Current Account		16,390.11	12,836.19
Deposit Account		7,038.80	7,038.10
Less Current Liabilities			
Creditors		2,495.79	-
Net Assets		<u>30,161.37</u>	<u>19,874.29</u>
Reserved Funds			
Opening Balance		15,739.18	14,184.90
Adjustment re stock	2	7,498.00	-
Adjustment re opening balance	3	4,135.11	
Net Income / Expenditure		2,789.08	1,554.28
Total Funds		<u>30,161.37</u>	<u>15,739.18</u>

Income and Expenditure for year ending 31 December 2017

2016		Notes	2017
£			£
	Income		
5,779.38	Subscriptions received		6,581.19
10,134.46	Bunker admissions and tours		14,049.36
3,297.95	Sale of books and reviews		4,908.04
1,504.17	Donations		1,265.91
2.05	Interest		2.16
-	GST reclaim	4	1,126.00
<u>20,718.01</u>	Total Income		<u>27,932.66</u>
	Expenditure		
197.34	Printing & Stationery		1,464.51
537.99	Miscellaneous re administration / sales	5	-
1,249.13	Postage and Stamps		1,734.85
-	Hire of room (La Societe Jersiaise)	6	1200
25.00	Fortress Study Group		25
55.00	La Societe Jersiaise Group subscription		55
450.00	Events and Annual Dinner		175.29
1,608.31	Insurance		2,051.82
3,881.28	Purchase of reviews / books / leaflets		713.74
-	Publication of Reviews	7	4,500.00
10,241.72	Bunker expenditure	8	11,871.29
917.96	Archive store		920.76
-	Gifts and hospitality		56.82
-	Annual Return		200.00
-	Archive costs		20.00
-	Wreaths		154.50
<u>19,163.73</u>	Total Expenditure		<u>25,143.58</u>
<u>1,554.28</u>	Net Income / Expenditure		<u>2,789.08</u>