



**AGENDA, REPORTS & ACCOUNTS FOR
THE 47th ANNUAL GENERAL MEETING OF
THE AMERICAN CIVIL WAR SOCIETY LIMITED**

To be held on Saturday 3rd December 2022
starting at 1pm prompt virtually via Zoom.

AGENDA, REPORTS & ACCOUNTS FOR THE 47th ANNUAL GENERAL MEETING OF THE AMERICAN CIVIL WAR SOCIETY LIMITED



The Annual General Meeting of the Company will be held on Saturday 3rd December 2022 starting at 1pm prompt virtually via Zoom.

AGENDA

1. An explanation of voting via Zoom.

2. Apologies for absence

3. To approve the Minutes of the 2021 AGM held virtually via Zoom on Saturday 4th December 2021, as published in the next following edition of the ACWS newsletter.

4. To receive the reports of the Directors & Officers for the 2022 season as annexed: -

4.1. Secretary:	Mrs L Reed
4.2. Webmaster:	Mr M Bussey
4.3. Events	Ms C Conyard
4.4. Treasurer:	Mr I Morris
4.5. Membership:	Miss C Morris
4.6. CS Commander:	Mr G Gibson
4.7. US Commander:	Mr T Davies
4.8. Communications:	Mr S Griffin
4.9. Health & Safety:	Dr F Mair
4.10 Marketing:	Mr R Willison-Gray
4.11 Chairperson:	Mrs H Gibson

5. To receive the audited Accounts

Final Profit & Loss Account & Balance Sheet as annexed for Financial Year ended 30th September 2022. Treasurer will advise the meeting of any adjustments/observations from our Accountants.

6. To re-appoint Bright Partnership Chartered Accountants as Auditors of the Company & to authorise the Directors to settle their remuneration.

7. Membership & Registration Fees for the 2023 Season.

For 2023, the Board of Directors recommend that the membership and registration fees remain on the same level but reserve the right to adjust registration fees as per ACWS Bye-Law B.9.

8. Election of Board of Directors

The following Directors are standing for re-election for the 2023 Season unopposed: -

Chairperson	Mrs H Gibson
Secretary	Mrs L Reed
Treasurer	Mr I Morris
Membership	Miss C Morris
Health & Safety	Dr F Mair
Webmaster	Mr M Bussey

- Ms Catherine Conyard was co-opted on to the board as Events Director during the 2022 season in the absence of a director for this position. Therefore, Ms Catherine Conyard is standing for the position of Events Director for the 2023 season.
- Additionally, as already announced, Mr Stephen Griffin is stepping down from his post as Communications Director.

- Mr Joseph Reed has agreed to stand as Communications Director and has been duly proposed and seconded. No other candidate came forward. Therefore, Mr Joseph Reed is standing for the position of Communications Director for the 2023 season.
- Mr Roger Willison-Gray is retiring as Marketing Director and this post is being retired.

9. Election of Ms Catherine Conyard to the position of Events Director & as a Director

10. Election of Mr J Reed to the position of Communications Director & as a Director

11. Election of Mr T Davies to the position of Federal Army Commander & as a Director

by the members of the Federal Army.

12. Election of Mr G Gibson to the position of Confederate Army Commander & as a Director

by the members of the Confederate Army

- No other candidates came forward by the due date.

- NOTE - the voting papers at the meeting and the Proxy votes will be for individual candidates – i.e. NO "block votes".

13. Events Update

14. Minutes Secretary

15. OPEN FORUM: Members question time, comments, and suggestions.

16. To transact ANY OTHER BUSINESS of an Annual General Meeting

On behalf of the Board of Directors

Linda Reed - Company Secretary and Director

4th November 2022

NOTES TO THE AGENDA

Members questions for the AGM may be sent in advance in writing, if you cannot attend, or put forward from the floor on the day at appropriate points in the Agenda, at the Chair's discretion.

Members are asked to have their Membership Cards for the virtual AGM for the purposes of validating admission and/or for voting, if needed.

Please make sure you use your vote. Either use your proxy votes (if you are NOT attending the AGM) whether delivered to you electronically or in paper form or, better still, come to the AGM and vote in person online. HAVE YOUR SAY. Remember, this your Society.

Any proxy form votes by members NOT attending this AGM MUST be returned to the Company Secretary, OR e-mailed using the ACWS website, if you are voting electronically, as instructed in the electronic voting guidance notes, to be received NO LATER than **Thursday 1st December 2022**.

Either (if by post) AT:-

Linda Reed, Secretary ACWS Ltd, PO Box 270, WASHINGTON, Tyne & Wear, NE37 9BX

OR ELECTRONICALLY by that date.

Those who do send in Proxy Votes & who find that they can attend the Meeting, you are of course very welcome, but please advise the Secretary of this before the Meeting starts, so that the records can be sorted out & a true vote registered.

Your co-operation is greatly appreciated.

Linda Reed

Company Secretary & Director

COMMUNICATION DIRECTOR CANDIDATE – JOSEPH L R REED

I would like to register my interest for the position of Communications Director. I do believe I have the relevant qualifications and knowledge to satisfactorily complete any task at hand.

I know my current employment within the military could be an issue. However, I have a lot of free time in the evenings and at weekends at present. Stephen Griffin has also kindly offered to stand in if I am ever deployed overseas and not available to complete any duties as a director.

Many Kind Regards,

Mr Joseph L R Reed - The Cavalry - 3rd November 2022

DIRECTORS' REPORTS

SECRETARY'S REPORT

Well, what a great season 2022 was! We had some lovely events, and it was great to see so many returning to re-enactments.

It was difficult at the beginning of the year securing events after just coming out of the pandemic but through sheer determination we survived and will soon be in our 48th year, which looks to be a bigger and better year!

I would like to welcome all the new members to the society and returning old members too. Thank you to everyone for supporting the ACWS and making it what it is today.

Eternal thanks to the rest of the board who work tirelessly behind the scenes all year round, each and every one of you are amazing in your job roles.

A huge welcome to Catherine Conyard who was co-opted on to the board in the position of Events Director during the 2022 season and is doing an amazing job.

As you may know Roger Willison-Gray is retiring from re-enactment and he will be sorely missed as not just a board member and cavalry commander but a friend to us all and I am sure that you all join me in wishing him a very happy retirement and thank you for the many years you have served the society. "Thank you, Roger".

Also, Griff is stepping down from his role in Communications, another huge "Thank you" for being there and also everything that you have done and continue to do for the ACWS.

Thank you also to Sandra Anderson who stood in for a short time during the 2022 season as Minutes Secretary but had to resign due to family commitments.

We do need a Minutes Secretary, if you are interested, please do not hesitate to contact any of the board.

We continue to have a great relationship with all other re-enactment groups of the same period and share events where we can.

It would be great to see you all at the AGM supporting us during the winter months and if you can't be there, please don't forget to vote.

The 2023 membership forms are on the website for the upcoming season and available to download.

Thankyou once again for supporting us in our 47th year... it has been a blast!

Linda Reed

Company Secretary & Director

WEBMASTER DIRECTOR'S REPORT

Not a lot to report again for this year.

Kept the web site and the printing and distribution of the Newsletter ticking over.

Looking forward to, hopefully, a full season of events in 2023.

Keep Your Powder Dry. Take care. Stay safe.

See y'all in the field in 2023.

Mike Bussey

Webmaster & Director

EVENTS DIRECTOR'S REPORT

We have had a range of great events this year, from familiar sites such as Moira, Marbury and Whitby, to new Steam Rally Events at Chester-le-Street and Barnard Castle.

Alongside Living History, Drill Displays and Skirmishes, depending upon the budget, there have been fantastic evenings. Starting with the coming together of the Society round one fire at Moira, to many further campfires with friends, and beer tent singing and dancing.

The excellent efforts by everyone at the Staffordshire Balloon Fiesta have led to four new paying events next year – essential for our Society to continue to flourish. With Living History, Infantry, Artillery and Pyrotechnics, and the addition of Cavalry where possible, they will be spectacular and enjoyable for us all.

Since being co-opted onto the Board of Directors this year, I have been introducing myself to existing clients, busy establishing new contacts, and exploring new venues and events. I wish to stand as Events Director for the coming year and continue this work for the society I love.

Roll on 2023!

Best Wishes.

Catherine Conyard

Events Director

TREASURER'S REPORT

I hope you are all well and keeping safe.

We appear to have turned the corner following Covid, despite membership and attendance figures being lower than pre-covid.

I am pleased to announce that this year we made a profit of £2,333. The major expenses this year were PL Insurance £1,528 and the van needed quite a bit done to it this year including a new power steering pump and steering rack (£749) and a engine oil leak (£283) hopefully this will keep it going for a few more years. Our bank balance at the year-end is a very healthy £13,150 .

I am uncertain whether we will need to pay any Corporation Tax this year, the accountants should let me know before the AGM.

If you have any queries or questions please ask at the Virtual AGM, or if you are unable to attend online you can contact me through the PO Box.

So, stay safe and let's hope, for another successful season next year

Ian Morris

Treasurer & Director

AMERICAN CIVIL WAR SOCIETY LTD
DRAFT PROFIT & LOSS ACCOUNT
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

	2022	2021
Main income		
Sponsorship	3,700.00	2,200
Membership	3,078.50	727.50
Registration Fees	1,941.50	894.10
Sale of Percussion Caps	313.50	204.00
Sale of T shirts Caps etc		
Sutlers fees		
	<hr/> 9,033.50	<hr/> 4,025.60
Donated Income		
Raffles		
Rev War Income	500.00	
Donations	229.00	
Bank Interest Received		
	<hr/> 729.00	<hr/> 0.00
TOTAL INCOME	<hr/> 9,762.50	<hr/> 4,025.60
Main Direct Costs		
Opening Stock	2,238.00	2,614.00
Black powder		
Pyros	202.80	
Site Licence		
Percussion Caps		
Public Liability Insurance	1,528.00	1,514.00
Toilets		
Wood	51.84	
Cavalry		
First Aid equipment		
	<hr/> 4,020.64	<hr/> 4,128.00
Other Direct Costs		
Sundry		
	<hr/> 0.00	<hr/> 0.00
Less Closing Stock (Powder/Pyros/Caps)	<hr/> (2,146.50)	<hr/> (2,238.00)
TOTAL DIRECT COSTS	<hr/> 1,874.14	<hr/> 1,890.00
GROSS PROFIT	<hr/> 7,888.36	<hr/> 2,135.60

	2022	2021
Overheads		
Motor Fuel	843.00	420.67
Repairs & Servicing	1,177.05	58.00
Road Tax	286.99	277.39
Insurance	548.46	559.89
Trailer Repairs		270.00
Misc / Van Hire		1.50
Storage	707.00	360.00
Subsistence & Travelling		
	3,562.50	1,947.45
Printing & Stationery		
Printing	42.99	221.39
Advertising & Marketing		
Post	83.65	109.33
Computer Software		
Telephone		
Stationery	33.07	4.49
	159.71	335.21
Fees		
AGM Expenses		
Legal Fees		
Accountancy	420.00	420.00
PO Box Fees	283.50	283.50
Board Meeting Expenses		
Room Rental		(108.00)
Professional Fees	250.60	211.00
Website Fees	134.27	127.06
Exhibition costs		
Subscriptions	100.00	100.00
Training Fees		
	1,188.37	1,033.56
Explosive Storage Certificates	206.00	
Repairs	245.00	152.66
Bank Charges and Interest		
Bank Charges	34.66	9.73
Sundry	158.98	133.62
	193.64	143.35
Other Expenses		
Depreciation		190.83
	5,555.22	190.83
		3803.06
NET PROFIT/(LOSS)	2,333.14	(1,667.46)

American Civil War Society Ltd
Balance Sheet
As at 30th September 2022

Fixed Assets

Office Equipment	376.84	
Plant & Machinery	624.96	
Motor Vehicles	220.31	
		1,222.11

Current Assets

Debtors	0.00	
Prepayments		
Stock	2,146.50	
Cash in hand & at Bank	13,300.48	
		15,446.98

Current Liabilities

Creditors	1.00	
Taxation		
Accruals	420.00	
		421.00

Total Assets less Current Liabilities		16,248.09
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Creditors Long Term	0.00	
		0.00

Total Assets less Total Liabilities		16,248.09
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Financed by

Capital & Reserves

Reserves Brought forward	13,914.95	
Profit & Loss for Year	2,333.14	
		16,248.09

MEMBERSHIP SECRETARY'S REPORT

Dear Members

I hope this report finds you all safe & well 😊

We have finished 2022 with 164 adult members and 10 junior members, sadly which is down slightly on 2021 where we finished with 177 adult members. Our 164 members this year included 18 new members, which is nice to see, and I already have several membership forms that have already come in for 2023!

I am of course conscious of the cost of attending events, from fuel prices and cost of living prices, we are all suffering with this, and of course there is still the hangover from Covid, and Covid restrictions last year, which I think has sadly knocked some people's confidence in attending. It might be an ideal time over the winter to contact our old comrades who have not attended in the last two or three years, reach out to them, and see how they are. Find out if they want to come back to camp, and attend our events again in 2023.

Our events calendar is filling up nicely for 2023, so there is plenty of opportunity to attend and have a good time. The Board work tirelessly trying to get events in a difficult climate, thanks to Linda and Catherine for working so hard on this.

I'm hoping 2023 will see a resurgence in our membership levels again and see us grow. Please get your annual membership fees in as soon as possible please in 2023. If you are reading this and don't have access to a printer, you can fill in our online forms which you can find on:-

<https://acws.co.uk/members-download> .

Alternatively, if you need a form to be printed for you, and posted out please email me on:-

membership@acws.co.uk or on clairemorris_irishbrigade@hotmail.com

or on Facebook messenger

or via phone on 07877442145

Stay safe and well, and I hope to see you all at an event in 2023.

Best Wishes

Claire Morris

Membership Secretary & Director

COMMUNICATION DIRECTOR'S REPORT

Hi All,

This season has felt more like an actual season again after Covid.

Always awesome seeing more and more friends returning to our hobby and many new faces coming into our family.

As for me, I don't feel that I'm putting in the effort you deserve. The communications role needs someone more committed and a fresh approach, younger brain would help.

I will help the new person in this role as much as I can and won't be leaving the ACWS.

Remember, have fun, don't take life too seriously.

Griff [Stephen Griffin]

Communications Director

CONFEDERATE ARMY COMMANDER'S REPORT

To my fellow Southern re-enactors,

That's season 2022 over and a better one than the previous two, due to something that swept the world and kept us inside or apart. It's been great to get back around the campfire and get close to our friends once more even though Covid is still lingering about.

My grateful thanks to all that made the long journeys in these difficult times to attend and support the cause. I was fortunate for a change that most were on my doorstep this year. It has been great to see Sgt Stewart Douglas (Goober) & Cpl Mark Moody on the regimentals taking the lead and allowing me to become a private for the weekend.

Hopefully our professionalism and enthusiasm have been noted by the organisers and they book us fully for next or the coming years. It has also been helped by certain Board members working hard behind the scenes, cutting out the middle person and dealing directly with those who finance and run these events.

Congratulations to Pvt Jason Murray of the 2nd SC in winning the coveted Confederate of the year award, well deserved for all your hard work interacting with the public.

Well done to all those who have been involved in the flag raising and lowering ceremonies which has now become an integral part of the weekend. Indeed, well done to everyone for making the camp the way it is, which leads me onto a huge round of applause to John (32nd VA) and the rest of the musicians both Confederate & Union who have entertained us on the evenings with their songs around the campfire.

We mustn't forget Sgt Maj Mike Bussey 1st Tenn. for all his hard work in taking drill and now the new role and responsibility of the Society Powder Officer. Thank you.

Lastly, many thanks to Major Tim and the Union, who without them we would not have a society or someone to fight and of course bring the cannons away.

As most of you are aware I have made comments over the last few years about stepping down as Major and this year I was going to give my notice and announce the actual day. However, I have been humbled and honoured by all your comments and support, including those when I have tried to be a private and found it hard to stand back and be quiet. Therefore, because of this, I have decided to carry on as Major as long as I have your support and confidence in this role. But to stop myself and the army from going stale we need to introduce new aspects at the weekends, so if anyone has ideas please come forward.

Finally, as the year draws to an end and our kit and equipment is cleaned and repaired before putting into winter storage, please try and stop the mice from eating everything.

We don't know what the economic or global situation will be in next year so let's get saving and prepare for hopefully a full calendar of events in 2023.

Take care of yourselves, Merry Christmas and see you all next year if not before.

Your obedient servant

Major Glenn Gibson

C.O Confederate Forces & Director

HEALTH & SAFETY DIRECTOR'S REPORT

There were a few minor incidents, one being a cut finger, where a member of public touched what they shouldn't. Members are reminded to keep all sharp objects stowed away safe unless they are being used. If anything is out for display, blades should be blunted, or signs displayed 'Do not Touch' and a careful watch kept.

There was one major incident, a broken femur. While negotiating a low rope barrier, a member landed heavily and snapped their femur. After consideration of the circumstances of the accident, no specific alterations to our policies and practices suggested themselves. This was simply a freak accident for which no one is to blame. Members are nevertheless encouraged to take extra care when negotiating rope fences to further minimise the already small chance of a recurrence.

Members had an opportunity to practise this due care and attention at Whitby, where we had to negotiate a barrier put in place between our camps and the toilet facilities. Thanks to those that brought this the H&S director's attention; the person running the railway was persuaded to remove some rails to clear the way on the first evening it appeared. At later points, our members negotiated round or over this obstacle without further incident.

Thanks to those who reported incidents. A good Health and Safety culture features reporting of large numbers of minor incidents and near-misses, in the hope that major incidents are avoided by proper attention to H&S issues. A form for medical incidents is now in place. We will generate a form for reporting of other H&S issues and near-misses for use in the coming season.

This season, there was one near miss, regarding the collaboration with members of another society, who were unfamiliar with our safety distance rules. Since those people are not signed-off on our FSPC system, it is hereby made clear that there can be no repeat of this situation. Unless everyone signs a guest form and is tutored by the senior NCOs on the key safety distance points, they cannot participate in any ACWS arena scenario, whether that be at a regimental or full-society event.

In the background, the committee have been updating all the Rules and Regs documents to be found at <https://acws.co.uk/rules-index> updates shall appear in the close season.

Company commanders are thanked for their co-operation in administering the FSPC (Firearms Safe Practise Certificate) system. Any new recruits or people returning after being away last season must get FSPC forms filled in with their unit leader, with copies to H&S Director (electronic or hard copies are acceptable) at the earliest opportunity, which will be Whittington, April 1st 2023.

Finally, a reminder: licence renewals are taking long periods at present with many forces, so members are encouraged to get renewal requests in early (2-3 months in advance) if licences are due for renewal in the coming months/year.

This report is commended to the AGM as an accurate summary of H&S business in 2022.

Frank Mair

Health & Safety Director

OTHER DIRECTORS' REPORTS

AGM Reports from the Union Army Commander and the Marketing Director were not available at the time of producing the AGM papers.

CHAIRPERSON'S REPORT

Hi Everyone,

The season has finished, and it was great to see both new and old members re-join this year.

It has been a difficult task trying to get events, Thanks Linda, but hopefully Catherine Conyard our new Events Director will get us a full calendar of events for 2023.

Thank you to all of the board of directors and members. It's good to see pure dedication towards our society.

Sorry to see our Communications Director Stephen Griffin step down, best wishes and thanks for all of his hard work, his role is up for grabs for anyone interested.

Everyone have a fantastic Christmas and a Stupendous New Year.

Love to all xx.

Helen Gibson

Chairperson & Director

ACWS AGM 2022 – ZOOM INSTRUCTIONS

Due to the success of previous Zoom meetings, the Board have agreed to hold the meeting as a Zoom Webinar.

All ACWS Members who have registered their email will receive an invitation to join the webinar which can be viewed on any device with a web browser.

When you join the meeting, your microphone will be muted, and you will not have a video feed.

The Board members will have audio and video which you will be able to see.

The webinar has a polling system, and you will be able to vote during the meeting, but please note if you voted by post you should not vote at the meeting.

Voting will for the main be anonymous with the exception of votes for the Union and Confederate Commanders, these votes will record the email address of the member voting and will be checked to ensure that only bone-fide members of the relevant Army have voted.

If at any time you wish to raise a formal point, please use the Q&A button which will be visible to the Board members and if appropriate, they will unmute you and allow a video feed.

If you simply wish to comment or discuss issues with other members you should use the Chat button, please do not use Chat for points of order or any other business.

The AGM will be recorded, and access will be available for those who miss some or all of the meeting via the ACWS Web site.

The Board will be holding two rehearsals prior to the AGM to test the process and technology and we would welcome any members who are willing to help with this, please email secretary@acws.co.uk if you would be willing to take part.

You will receive the invitation one week before the meeting and be reminded 24 hours and 1 hour before the meeting.

We look forward seeing you all at the AGM.