



**AGENDA, REPORTS & ACCOUNTS FOR  
THE 48th ANNUAL GENERAL MEETING OF  
THE AMERICAN CIVIL WAR SOCIETY LIMITED**

To be held on Saturday 2nd December 2023  
starting at 1pm prompt virtually via Zoom.

# AGENDA, REPORTS & ACCOUNTS FOR THE 48th ANNUAL GENERAL MEETING OF THE AMERICAN CIVIL WAR SOCIETY LIMITED



The Annual General Meeting of the Company will be held on Saturday 2nd December 2023 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 2022 AGM held virtually via Zoom on Saturday 3rd December 2022, as published in the next following edition of the ACWS newsletter.

### 4. To receive the reports of the Directors & Officers for the 2023 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 (accounts annexed)
4.5. Membership:	Miss C Morris
4.6. CS Commander:	Mr G Gibson
4.7. US Commander:	Mr T Davies
4.8. Communications:	Mr J Reed
4.9. Health & Safety:	Dr F Mair
4.10 Chairperson:	Mrs H Gibson

### 5. To receive the audited Accounts

Final Profit & Loss Account & Balance Sheet as annexed for Financial Year ended 30<sup>th</sup> September 2023. 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 2024 Season.

For 2024, the Board of Directors recommend that the annual membership fee increases by £5.00 for each category, effective from 1<sup>st</sup> February 2024, as follows:

- Individual Membership from £25 to £30
- Couple or Single Parent Family from £35 to £40
- Family Membership from £45 to £50

The Board also recommend that 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 2024 Season unopposed: -

Secretary	Mrs L Reed
Treasurer	Mr I Morris
Membership	Miss C Morris
Webmaster	Mr M Bussey
Communications	Mr J Reed
Events	Ms C Conyard
Health & Safety	Dr F Mair

- Additionally, Mrs H Gibson will be stepping down from her position as Chairperson and as a director of the company.
- Mr D Paul has agreed to stand as Chairperson and has been duly proposed and seconded. No other candidate came forward.
- Therefore, Mr D Paul is standing for the position of Chairperson and as a director of the company for the 2024 season.

#### **9. Election of Mr D Paul to the position of Chairperson**

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

by the members of the Federal Army.

#### **11. 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".

#### **12. Events Update**

**13. OPEN FORUM:** Members question time, comments, and suggestions.

#### **14. To transact ANY OTHER BUSINESS of an Annual General Meeting**

On behalf of the Board of Directors

**Linda Reed - Company Secretary and Director**

**22<sup>nd</sup> October 2023**

#### **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 virtual 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

**Wednesday 29th November 2023.**

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**

# **DIRECTORS' REPORTS**

## **SECRETARY'S REPORT**

Hey y'all,

Firstly, I would like to thank everyone for their support during the 2023 season.

It was really great to see us at events alongside our associates from SoSkAn, 24th and American Eagles this season.

Your board of directors work extremely hard behind the scenes always putting the company and its members first and sometimes making some extremely hard decisions.

As you will see with the AGM agenda and after deep discussion at our October board meeting, we have had to advise to increase membership fees by £5. There has been no increase in 11 years and with the increased costs overall (especially powder) we as a board feel this is necessary. Honestly, if we didn't feel as though we had to do it, we wouldn't!

We did however decide that if this increase is to go ahead and you were to rejoin before the last day of January you would still be able to join at 2023 membership prices.

This year end we sadly say goodbye to Helen as she steps down as Chairperson and hopefully welcome Daz Paul onboard for the 2024 season.

"Thank you, Helen, from us ALL for your time, effort and attention".

Thankfully we now have a Minutes Secretary, and I would personally like to thank Michelle for stepping into the role mid-season as it has given me a little free time to catch up on other paperwork.

Catherine has settled into her role as Events Director over the past year so well that I was even able to escape the country for a fortnight in the summer! Thankyou Catherine for your friendship and dedication to Events.

I am sure you will all agree that Joe has done a sterling job on the newsletter this year after taking over from Griff and always has room for any articles or ideas, so please get in touch with him.

A huge "THANKYOU" to ALL the board for your friendship, help, support and patience, you are ALL amazing.

**Linda Reed**

**Company Secretary & Director**

## **EVENTS DIRECTOR'S REPORT**

Thank you so much for everyone's support in attending events this year. And what a year .... I don't think we have ever had so many events cancelled or needing to be rearranged due to the weather!

But we have battled through and gathered enough in sponsorship to keep our society moving forwards. Without the fee-paying events, we would simply have no events – so thank you again for your support in coping with changes and a variety of timings and venues.

We have had some great public interaction on Camp, and spectacular skirmishes involving infantry, artillery and pyros. Then a great way to end the year welcoming cavalry back with us to add another dimension. But the campfires and camaraderie are what always make an event for me – my favourite time of the day.

I can't wait to be back round a fire with everyone in April!

Best Wishes.

**Catherine Conyard,**  
**Events Director**

## **WEBMASTER DIRECTOR'S REPORT**

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

Quite a few cancelled, postponed and abandoned events this year, which kept me busy updating the web site events and attendance pages.

I thought we were on for 11 events. We ended up with 8, with Boston cancelled before it got off the ground, Uttoxeter date postponed (due to bad weather for balloons) but then clashed with Upton, and Whitby was also cancelled due to a waterlogged, very muddy event field.

With my Explosives Officer hat on, this meant that my budgeting for the amount of black powder needed was too high causing us to purchase more than we needed for 2023, but at least we have powder in stock for next year at this year's prices.

Also, we now hopefully have enough stocks of percussion caps also at this year's prices.

Given the armed conflicts in the world today, it is highly unlikely that the prices and availability of powder and caps will get any better.

Looking forward to, hopefully, another full season of events in 2024.

Keep Your Powder Dry. Take care. Stay safe.

See y'all in the field in 2024.

**Mike Bussey**

**Webmaster & Director**

## **TREASURER'S REPORT**

I hope you are all well and keeping safe.

Unfortunately, we made a lower profit than expected this year, due to us being unable to take part in the Staffordshire Balloon Festival, due to a clash with another event, the cancellation of Whitby due to damage to the site, and the Huddersfield event being called off on the Sunday due to the bad weather.

The final profit being £929.89.

Our expenditure has been on a par with previous years, one of the main expenditures being repair to one of the cannon trails.

There has also been a large increase in the cost of gunpowder.

We sold off the powder trailer in July for £700, it is shown as sale of assets in the accounts at £400 as the depreciation of the trailer I had worked out as leaving a residue value of £300 so the £400 is shown as profit on the sale.

The bank balance at the year end is £11,898.57.

I don't think 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 or email at [treasurer@acws.co.uk](mailto:treasurer@acws.co.uk).

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 2023**

	<b>2023</b>	<b>2022</b>
<b>Main income</b>		
Sponsorship	8,350.00	3,700.00
Membership	3,088.50	3,078.50
Registration Fees	1,915.49	1,941.50
Sale of Percussion Caps	660.00	313.50
Sale of T shirts Caps etc		
Sutlers fees		
	<hr/>	<hr/>
	14,013.99	9,033.50
<b>Donated Income</b>		
Sale of Assets	400.00	
Rev War Income		500.00
Donations	729.00	229.00
Bank Interest Received		
	<hr/>	<hr/>
	1,129.00	729.00
<b>TOTAL INCOME</b>	<hr/>	<hr/>
	15,142.99	9,762.50
<b>Main Direct Costs</b>		
Opening Stock	2,146.50	2,238.00
Black powder	2,385.09	
Pyros	1,697.52	202.80
Site Licence	46.00	
Percussion Caps	1,822.12	
Public Liability Insurance	1,587.64	1,528.00
Toilets		
Wood	263.00	51.84
Cavalry		
First Aid equipment		
	<hr/>	<hr/>
	9,947.87	4,020.64
<b>Other Direct Costs</b>		
Sundry		
	<hr/>	<hr/>
	0.00	0.00
Less Closing Stock (Powder/Pyros/Caps)	<hr/>	<hr/>
	(4,382.90)	(2,146.50)
<b>TOTAL DIRECT COSTS</b>	<hr/>	<hr/>
	5,564.97	1,874.14
<b>GROSS PROFIT</b>	<hr/>	<hr/>
	9,578.02	7,888.36

	2023	2022
<b>Overheads</b>		
<b>Motor</b> Fuel	1,110.69	843.00
Repairs & Servicing	795.64	1,177.05
Road Tax	301.88	286.99
Insurance	544.07	548.46
Trailer Repairs	638.85	
Misc / Van Hire		
Storage	731.00	707.00
Subsistence & Travelling	37.74	
	<u>4,159.87</u>	<u>3,562.50</u>
<b>Printing &amp; Stationery</b>		
Printing	500.50	42.99
Advertising & Marketing		
Post	314.14	83.65
Computer Software	209.77	
Telephone		
Stationery	29.99	33.07
	<u>1,054.40</u>	<u>159.71</u>
<b>Fees</b>		
AGM Expenses		
Legal Fees		
Accountancy	528.00	420.00
PO Box Fees	300.00	283.50
Board Meeting Expenses		
Room Rental		
Professional Fees	250.60	250.60
Website Fees	219.40	134.27
Exhibition costs		
Subscriptions	100.00	100.00
Donation	213.00	
	<u>1,611.00</u>	<u>1,188.37</u>
Explosive Storage Certificates		206.00
Repairs	1238.06	245.00
<b>Bank Charges and Interest</b>		
Bank Charges	45.23	34.66
Sundry	539.57	158.98
	<u>584.80</u>	<u>193.64</u>
<b>Other Expenses</b>		
Depreciation		
	<u>8,648.13</u>	<u>5,555.22</u>
<b>NET PROFIT/(LOSS)</b>	<u>929.89</u>	<u>2,333.14</u>

**American Civil War Society Ltd**  
**Balance Sheet**  
**As at 30th September 2023**

**Fixed Assets**

Office Equipment	640.71	
Plant & Machinery	231.22	
Motor Vehicles	165.23	
		1,037.16

**Current Assets**

Debtors	0.00	
Prepayments		
Stock	4,382.90	
Cash in hand & at Bank	75.00	
Bank Account	11,898.57	
		16,356.47

**Current Liabilities**

Creditors	1.00	
Taxation		
Accruals	420.00	
		421.00

<b>Total Assets less Current Liabilities</b>		16,972.63
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Creditors Long Term	0.00	
		0.00

<b>Total Assets less Total Liabilities</b>		16,972.63
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**Financed by**

**Capital & Reserves**

Reserves Brought forward	16,042.74	
Profit & Loss for Year	929.89	
		16,972.63



## MEMBERSHIP SECRETARY'S REPORT

Dear Members

I hope this report finds you all safe & well 😊

We have finished 2023 with 180 adult members, and 18 junior members, (including 23 new adult members, and 5 new junior members). It's great to see we have turned the corner in falling membership and increased from last year's totals of 164 adult members, and 10 junior members. Hopefully this will continue into next year and we can continue to grow again.

We have had a varied events list this year, with some excellent musters, all over the country. Well done to the events team for getting us some cracking events that have exposed us to literally hundreds of thousands of people. Even though balloon festivals etc are not everyone's cup of tea, they keep the society going financially against increased costs. We should view these types of events as great potential recruiting events.

I'm hoping 2024 will see a continued resurgence in our membership levels again and see us grow further. Please get your annual membership fees in as soon as possible please for 2024. 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

alternatively, on clairemorris\_irishbrigade@hotmail.com

or on Facebook messenger

or via phone on 07877442145

Finally, I would like to express my thanks to my fellow board members for their assistance and understanding this season, over what has been a quite trying year.

Stay safe and well, and I hope to see you all at an event in 2024.

Best Wishes

**Claire Morris**

**Membership Secretary & Director**

## COMMUNICATION DIRECTOR'S REPORT

Hi Guys and Gals,

Coming to the end of my first year on the board, I can only say that it's been interesting to see how much work is done by our directors behind the scenes and that it never ends...

Even out of season the board of directors strive to ensure that events get planned, powder is ordered at the best possible price, Health and Safety guidelines are reviewed and throughout every board meeting the members best interests really are considered.

I've had a great time editing the newsletters this year and I hope it has been adequate for everyone, I've tried to introduce some new ideas and also bring back some old ones from my predecessors.

Again, I will reiterate that I'd love to see more articles being sent to my email from someone who isn't Goober, although his hard work and continued friendship is truly appreciated.

Any and all ideas that anyone has for the newsletter I'd be happy to consider and implement, and PLEASE send in photographs for the 2024 photography competition as the Secretary is constantly complaining about the trophy needing to be dusted.

Unfortunately, I couldn't attend any events this year due to being deployed in sunny Cyprus, but I hope you all had an eventful season and a great time round the fire.

**Joe [Joseph Reed]**  
**Communications Director**

### **CONFEDERATE ARMY COMMANDER'S REPORT**

Hello to all fellow Southern Soldiers and Belles,

Well, that's another season over and it has been a weird one. Apologises for not being present at all events but the weirdness of cancelled, rearranged and sudden new events clashed with a couple of holidays, Helen and I booked earlier on in the year.

Hopefully our Events Director will already have a number of weekends in the works and finalising new places to visit. Regardless, what we are booked to attend I have absolute confidence that we will attend in good numbers and put on a fantastic show and living history that organisers are really pleased with, hence maybe why they are wanting us back in the future. However, remember my comments in the last newsletter, some events may not be to everyone's liking but they have all been good paying events that help to keep the Society going. Our Society is getting noticed, because we do such a diverse variety of interaction with the public, keeping them around the camp and show.

For the AGM I have indicated that I will continue to stand for Army Commander, I do this because of the comments, support and confidence that the Confederate Forces have expressed towards me. This has greatly humbled me this year and give me a huge boost and lift to carry on and if that confidence is shown in the vote I will continue with my (evil) plans for next season.

I would like to thank everyone for making the weekends so different and special on the camp. The amount of living history alongside public interaction and participation has been outstanding and feedback from sponsors has been brilliant. One of the main aspects of any weekend is the evenings around the campfires with card games, cheese & cracker nights and the many musicians that adorn the society and put on a free show for everyone to enjoy.

On behalf of all Confederate participants, I would like to thank the Board for all their hard work and big thanks for the last 4 years for the outgoing chairperson Helen. Good luck for the next person who will take this role on at the 2023 AGM.

We mustn't forget SOSKAN and 24th Va, who work alongside us, forging new friendships and continue to support each other, when we can, to keep American Civil War re-enactment alive in this country.

The Confederates would also that the thank the Union forces, without them we could not put on the displays we do, and also wish Major Tim a speedy recovery and sure he will overcome, so we can work together next year making battle plans we are both going to ignore. LOL

If I don't see you beforehand, have a Merry Christmas hoping Santa brings you all new re-enactment lovelies and a Happy New year for 2024.

Your obedient servant

**Major Glenn Gibson**  
**C.O Confederate Forces & Director**

## **HEALTH & SAFETY DIRECTOR'S REPORT**

Dear Friends,

Happily, from the H&S point of view, 2023 has been a relatively uneventful year.

We have had one minor and one major medical emergency, during which our Medical team performed outstandingly, holding the fort and working to fully professional standards until handover to NHS emergency staff, which was done quickly and efficiently. The profound thanks of the Society are due to them, and to all of the other ordinary members who rallied round to maintain dignity and privacy for the patient until they were transferred to the ambulance.

There have been a few updates to our Guidelines for Camp life, and I would encourage everyone to review these when they have passed the Board's approval and appear on the website. Some updates to our Artillery Code of Practise are also imminent. In both cases, the updates are really little more than formalizing the good, safe practises which are already happening.

Any organization wishing to demonstrate to others that a good safety culture exists must be able to show a healthy culture of reporting all incidents and near-misses, however minor. These are done on accident forms held by either the Medical team or by the Company Secretary. In addition, the tent-door is always open to anyone who has any H&S issue to discuss. I am grateful to all who raise concerns, such as dangerously slippery patches of mud, random railway lines erected between our camp and the portaloos, lack of adequate roping and pinning, etc. etc. You are my eyes and ears, and you also lend a hand when asked, for example, thanks are due to the volunteers who erected the second rope-line at Upton. Thank you all.

Aside from medical issues, we sometimes need reminding of our responsibilities to minors, which is all people under the age of 18, with particular care needed with those aged under 16, who our regulations state should not normally take part in combat roles. We also need to keep on the right side of the law and of our insurers, and this requires that no-one enters an arena without having signed the relevant forms. While the ACWS is indeed one big, happy family, we are all each still fully responsible for the care and safeguarding of any minor that we are legal guardian or parent of. Pursuant to this, our Company Secretary has been reviewing our Child Safeguarding policy to ensure it complies with the law and best practise in the field. Watch this space.

The famine of caps which threatened our activities in the early part of 2024 has now thankfully abated (though costs remain high), but while it existed, it did provoke some discussion as to whether 'capping off' was an essential pre-requisite to springing rammers as a means of ensuring no uncleared musket left the field. The prevailing consensus was that it did no harm (save for use caps), and that while springing rammers in a well-maintained musket is a failsafe method, capping off generates an additional level of safety.

**Frank Mair**  
**Health & Safety Director**

## **OTHER DIRECTORS' REPORTS**

AGM Report from the Union Army Commander was not available at the time of producing the AGM papers.

## **CHAIRPERSON'S REPORT**

Hi Everyone,

My last report as Chairperson of the ACWS.

I recommend that every member should put themselves forward for a seat on the board, it enables a better understanding of the dedication and resilience of everyone within our society.

This year has been a roller coaster of disappointments due to cancellations and fantastic events. Thank you to all involved x

I am very proud of our society, and I am looking forward to hopefully a busy season next year.

**Helen Gibson**

**Chairperson & Director**

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## **CHAIRPERSON CANDIDATE – DARREN PAUL**

To my family,

Yes, all members within the ACWS are considered by myself as family. As I am sure you the membership think the same.

I'm convinced that 90% of your good selves know me by now, it's Daz.....HI!

I've now been a member of the ACWS for 26 years, ok not as long as some.

Within that time, I have (on a military side) worked my way through the ranks, longest being the Federal Sgt Major, which I do believe is the most challenging of roles due to working with ALL the membership within the society.

I am currently 2-I-C working alongside the Federal army commander.

In my personal life I have worked for the same heating engineering company for the past 35 years which for the last 7 years I have been a site manager.

My experience and working with "our" board has given me the insight to how it all works and has provided me with a good idea of the heavy duty (hopefully) ahead of me.

ACWS has given myself and my family throughout the past 26 years the best experience, not just the re-enactment world, but in working with all you folk.

With all that said, my intention is quite simply to take our society forward..... So, I do hope that I can have your co-operation in becoming your new chairman and carry on the good work of the society.

Regards

**Darren Paul (DAZ)**

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## **ACWS AGM 2023 – 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 members 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 “Raised Hand” reaction option 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, on request, for those who miss some or all of the meeting.

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](mailto:secretary@acws.co.uk) if you would be willing to take part.

You will receive the invitation approximately one week before the meeting and be reminded nearer the meeting day or time.

We look forward seeing you all at the AGM.