

Minutes of Charlton Recreational Centre Annual General Meeting

Held on Tuesday 15 November 2016 from 19.30

Present: Committee Members: John Jerman (Chairman), Anne Hodgkins (Secretary and Vice Chairman), Marion Adkins, Bob Blanden, Craig Duff, Anne Holland, Margaret and Neil Medland, Edna Vizer, Jennifer Walker. Users: Liz Lewin (Dog Training Club). Four members of the public.

1. **Apologies for Absence.** Apologies have been received from Paul and Terri Chivers, John and Gill Rycroft
2. **Minutes of Last AGM.** The Chairman sought approval for the minutes of the Annual General Meeting on 26 November 2015 and those of the Extraordinary General Meeting on 11 February 2016. Proposer: Michael Hodgkins. Seconder: Marion Adkins. The minutes were approved with no changes.
3. **Chairman's Report.** John Jerman presented the Chairman's report. He reminded the meeting of the events which had led to the establishment of the current management committee in March and his appointment as Chairman. He commented that he has been very encouraged by the conscientiousness and commitment of the members. He especially wished to thank the Terri and Paul Chivers for their work keeping the hall and playing field respectively, to such a high standard. He also thanked the volunteers who provide their time to help maintain the facilities. Marion Adkins offered a vote of thanks to the full committee for their efforts during the year.

The chairman highlighted recent changes to the membership of the management committee arising from the decision of Edna Vizer and Marion Adkins to step down. Their places on the committee have been filled by Margaret Medland and Bob Blanden.

The chairman wished to thank Edna for more than 25 years as the booking secretary and announced that Margaret has agreed to take over the role. He also noted that Marion has been on the committee for many years, including acting as treasurer for the last year. To thank them for their contribution, Edna and Marion were each presented with a gift.

Since March the committee has been progressing a number of items of non-routine maintenance. Of these, repairs to the swings and roundabout in the play area and replacement of damaged woodwork on the hall have been completed. Good progress has made on removing the couch grass in the garden and the committee have begun to consider ideas for replanting. All of these items will form part of the current financial year's expenses. Going forward the committee is seeking to raise the funds required to carry out more repairs to the equipment in the play area and also to replace the tractor and gang mower.

4. **Appointment of Officers of the Management Committee.** The appointment of John Jerman (chairman), Craig Duff (treasurer) and Anne Hodgkins (secretary) as the officers of the management committee was approved by the meeting.
5. **Election of Trustees.** John Jerman, Craig Duff and Anne Hodgkins were elected as trustees of the charity.
6. **Financial Statement.** Marion Adkins presented the financial statement for the year ending 31 August 2016. Total Income was £12,678, down from £13,946. This was largely due to lower levels of fund-raising activity during the year as the new committee settled in. Encouragingly, Fees Income and proceeds from the 150 Club were both up on the previous year. The committee are grateful to Charlton Parish Council for their continued support by meeting the costs of the Insurance, and also Jenny Walker and Ruby Collinson for the donations from the Whist Drives. The committee has plans to increase the level of fundraising in the coming year, of which the successful Quiz Night in October is the first example.

Expenses, including routine maintenance and repairs for the year were £9,747 (an increase of £689). The increase arose from the need to make up for a shortfall in Utility payments in previous years, arising from estimated readings. Going forward the committee will take readings to ensure that payment is in line with consumption. The high level of utility costs was partially offset by a reduction in the costs for maintaining the playing field arising from the implementation of a new mowing regime by Paul Chivers, including the engagement of Mike Langley.

Overall operating profit is therefore lower than the previous year at £2,930. There were a number of significant non-routine repairs during the year, including interior redecoration, development of a new website and repairs to the gang mower. The first two of these had been planned and hence the decrease in funds at the bank was not unexpected (the reconciled bank balance at the end of the financial year was £5,161).

7. **Questions.**
 - a. Marion Adkins confirmed that the website costs included an ongoing annual maintenance charge of £360.
 - b. Liz Lewin asked whether there were any plans to replace the vacuum cleaner. Anne Hodgkins advised that the committee had looked at this previously but had deferred any purchase. She added that the committee will look at this again, seeking advice from Terri on whether repair or replacement is necessary.
 - c. Jane Tsabet, who has recently moved to the village, offered to help the committee in any way she can.
8. **Any Other Business.** None was raised.

Meeting ended at 19.55.