

Minutes of Charlton Recreational Centre Annual General Meeting

Held on Thursday 9 November 2017 from 19.30

Present: Committee Members: John Jerman (Chairman), Anne Hodgkins (Secretary and Vice Chairman), Craig Duff (Treasurer), Anne Holland, Margaret Medland, Jane Tsabet, Jennifer Walker. Users: Liz Lewin (Dog Training Club). Members of the public: Marion Adkins, Mike Hodgkins.

1. **Apologies for Absence.** Apologies have been received from Committee Members: Bob Blanden, Paul Chivers, Terri Chivers and Neil Medland. And also from Angela Hodgson and Wendy Harrison (Keep Fit).
2. **Minutes of Last AGM.** The Chairman sought approval for the minutes of the Annual General Meeting on 15 November 2016. Proposer: Mike Hodgkins. Seconder: Craig Duff. The minutes were approved with no changes.
3. **Chairman's Report.** John Jerman began the Chairman's report by saying that he felt the recreation centre had a strong committee, and expressed his thanks to members of the committee highlighting the contribution that each made to the management of the hall and playing field.

When he had taken on the role of Chairman the centre was broadly breaking even but did not have the resources to look towards the future. Over the past year there have been a number of encouraging developments which support the committee's work to fund the larger projects that are required to keep the facilities in good order.

- a. This summer the first Village Fete was held in over 12 years and raised a significant amount towards the next phase of the play area refurbishment. He offered his thanks to Jane Tsabet and her team for organising the afternoon.
- b. The people of Hankerton have also become more involved in supporting the centre. Their parish council provided a grant towards general funds. They also play a major role in the fund-raising Quiz Nights setting the questions and taking part as players.

The chairman added that in the last financial year funds had been raised to enable work to be carried out on the play area swings and roundabout, the lower portion of the exterior woodwork and replanting of the memorial garden. In the current financial year, thanks to a generous donation from Charlton Cricket Club, the centre has also been able to purchase a new mower.

4. **Treasurer's Report.** Craig Duff began by thanking Marion Adkins for her examining the accounts. He then provided the treasurer's report for the year ending 31 August 2017.

Income from Fees and Regular Bookings was £8,332.00, down from £9,094.00. Fees income saw a reduction in the private parties that was more than offset by an increase in children's parties and commercial hire. The largest reductions in regular income resulted from the committee granting the Lea Toddlers group a discount and the Martial Arts group ceasing to use the Hall. The 150 club continues to provide a steady source of income each year.

Grants and Donations were significantly higher at £4,034.54 (compared to £2152.00). The main sources were grants from Charlton Parish Council to cover the cost of urgent electrical work (this was in addition to their grant to cover the Insurance); Hankerton Parish Council; Waitrose Green Token scheme and Malmesbury Carnival Committee (for the roundabout repairs). Funds raised from the Summer Fair, the 2016 Quiz Night and other events were £2,643.38 (compared to £91.50).

Total Operating Expenses (Repairs and Maintenance and Overheads) were lower at £10,332.30 (was £15,932.39). This was in part due to large one-off expenses in the previous year for redevelopment of the website, repairs to the grass cutting equipment and interior redecoration. Additionally the current year has also seen savings from a reduction in water rates and cancellation of the contract with PHS. Exceptional expenses for the play area renovations, Hall electrical inspection and woodwork treatment totalled £3,473.75.

In summary the totals for 2016-17 are as follows (2015-16 figures shown in brackets).

Total Operating Income:	£16,209.92 (£12,657.50)
Total Operating Expenses:	£10,322.30 (£15,932.39)
Operating Profit:	£5,887.62 (-£3,274.89)
Total Exceptional Expenses:	£3,473.75 (Nil)
Overall Net Profit	£2,413.87 (-£3,274.89)

The vast majority of the net profit (£2002.50) is earmarked for use on the play area improvements.

- 5. Election of the Management Committee.** Craig Duff and Neil Medland have advised that they intend to stand down from the committee. Both have expressed a willingness to continue assist the committee where possible. Jane Tsabet has agreed to join the committee.

With only 9 people standing there was no requirement to hold an election and all were thereby elected to serve on the management committee.

- 6. Appointment of Officers of the Management Committee.** John Jerman (chairman) and Anne Hodgkins (secretary) are willing to continue in their current roles. Due to work commitments, Craig Duff is standing down as treasurer and Jane Tsabet has offered to take on the role.

Proposer: Marion Adkins, Seconder: Mike Hodgkins. Jane was elected unanimously to the role of Treasurer.

7. **Election of Trustees.** John Jerman and Anne Hodgkins are willing to continue as trustees of Charlton Recreational Centre. Craig said that as he will no longer be on the management committee, he did not feel he could continue to act as trustee. He added that he thought it was desirable for the officers to also act as trustees. Jane Tsabet said she was willing to become a trustee.

Proposer: Margaret Medland, Seconder: Jenny Walker. Jane was unanimously elected as a Trustee.

Anne Hodgkins will update the records to reflect the change to the Treasurer and Trustees of the recreation centre.

8. **Plans for the Coming Year** The chairman reported that top priorities for the committee in the coming year are to replace the play area slide; treat the remaining external woodwork and replace the wooden benches and seats. To provide the funding for these items, it was intended to build on the success of the Summer Fair and Quiz Night with a view to making them annual events. Additionally Anne Holland is leading efforts to seek grants from local bodies.

9. **Questions/Comments.**

- a. Liz Lewin suggested that the committee apply to the Co-op which runs a scheme similar to the Waitrose Green Tokens.
- b. Mike Hodgkins expressed concern at the reduction in regular income. Margaret Medland said that there has been interest from some groups but that it has proved difficult to fit new bookings around the existing regulars. Margaret added that the Farmers Group is folding and will no longer be using the Hall.
- c. Margaret commented that a recent calculation had revealed that there were in the region of 9,500 visitors to the hall each year.
- d. Marion Adkins offered a vote of thanks to the chairman and committee which was endorsed by those present.

10. **Any Other Business.** None was raised.

Meeting ended at 20.05.