

**Chillington Community Association AGM
Thursday 25 May 2017 at 19.00 hours**

M I N U T E S

Trustees: Greg Chambers (Chair); Ian Sainsbury (Treasurer); Neil Martin

Present: Karen Gwinnutt, Richard Jackson, Joshua Gardner, Paula Doust, Gillian Martin, David Owen, Peter Broom, Nicola New, Carol Ridge, Sam Sims, Magdalena Tucker, Susan Tucker, Jane Markham, Vivien Blake, Lesley Meir, Dense Sainsbury, Annette Chambers

1. Apologies for absence

Richard Smith, Piers Spence

2. To approve Minutes and matters arising from the AGM of 22 June 2016

All present confirmed that the Minutes should be approved. There were no matters arising.

3. Annual Report

GC provided the following update and advised there continue to be many changes in CCA.

We sadly have to report that we are losing our Treasurer after many years of support to the CCA. Ian has decided to move to another part of the country to be closer to his roots. We would like to thank him for his work over the years and wish him all the best. We will propose a new Treasurer in this AGM.

I too have asked to have a sabbatical from the role of Chair and will propose a replacement Chair later in this meeting. I believe that changing roles within the group takes the pressure off and we can remain involved for longer if we share the responsibilities. I fully intend to remain closely involved in the CCA and will support the new Chair as required.

On the up side, we saw new members joining the team, Gillian Martin (offering solid finance support over the last year); Richard Smith and Karen Gwinnutt who does a magnificent job producing our minutes.

Last year saw us holding a Christmas Party for the kids. This was followed by carols around the tree outside the Post Office and continued later in the Bear and Blacksmith pub with free mulled wine and mince pies. The event was a great success, but the Children's party was especially good with Santa being a welcome attender.

During this last year, the CCA can report that amongst other things, we have:

- Renewed the PRS licence to allow events to offer drinks and music in the hall,
- As a result of a number of requests, the Web site has been revamped and made much more customer friendly – we will continue to look at this site and make amendments as necessary over the coming year.
- A change was proposed at the last AGM that a change to the hall hire booking process was needed. We have implemented a new system and Annette Chambers is now looking after this.
- We have supplied a basketball hoop for the more active users of the park
- We are in the process of adding an external table tennis table
- We have added additional insurance to cover equipment that can be used in the park, this includes the basketball net, table tennis, netball and volleyball.
- Maintained focus on the Bonus ball and events to raise funds for the upkeep of the hall

- Hall decoration and refurbishing will happen through the rest of this year with volunteers doing the work. This decision was taken to minimise the costs and allow flexibility to work around existing bookings in the hall.
- Fixtures and fittings are being updated. This includes:
 - Curtains in the hall - completed
 - Additional blinds adding to the kitchen area – to be completed
 - A new hand held vacuum - completed
 - A new PA system - completed
- Outside the main hall, hall signage is being added to improve the appearance of the hall and the potential of a Veranda tarpaulin wrap around wind break for use in events is being investigated for implementation this year.

In general, bookings for the hall continue to be strong but need to have more volunteers to help. Due to lack of support the CCA have been unable to organise or plan as many events for the current year as we would like. Bonus ball, hall bookings, ad hoc bookings and general hall upkeep all take considerable time.

We are actively seeking new members to join the team to help spread the load across a larger team and allow us to increase the things offered by the CCA over the coming years. We want to be able to offer more activities like Fireworks nights, Summer Fairs, Games days, etc. This needs more supporters. Please give us your names either at the end of the AGM or through the web site or to any of the CCA members.

4. To approve Annual Accounts for the year to 31 March 2017

Accounts circulated by IS.

- Page one summarised formal report of Trustees, General Committee members etc and accounts approved on 25 May 2017.
- Page two details income and expenditure. It was noted that ad hoc hall hire had increased and thanks were given to Annette and Greg Chambers for their booking system. Thanks were also given to Sam Sims for her hard work in managing the Bonus Ball and to local resident Tony Golding for his generous donation of £100.00.
- Page three snap shot of funds for all and equipment.
- Page Four details of how monies spent.
- Page Five – IS recommended continuation of audited accounts even though the turnover for CCA is less than £25,000.

5. To appoint Trustees: Chair, Vice-Chair, Treasurer, Parish Council Representative Members of the General Committee

- Ian Sainsbury is stepping down as Treasurer, Trustee and member of Committee.
- Richard Smith to take on Treasurer role and Trustee
- Greg Chambers is stepping down as Chair. Greg will continue as a Trustee and it is proposed that he take the role of Vice-Chair.
- Neil Martin to take over the role as Chair.
- Richard Jackson and Sue Roland to become Parish Council representatives.

General Committee members:-

Annette Chambers; Sam Sims; Karen Gwinnutt; Gillian Martin; Kirstie Lett

6. Confirm Constitution has no amendments

IS reported in last year's AGM that the Charity Commission had changed its guidance and, therefore, the CCA Constitution needed amending. This was completed, posted and agreed. Since this amendment, no further changes have occurred or reported. The Constitution therefore remains as is with no changes.

7. Any other business

- a. **Summer Fair** – Carol Ridge asked if there were plans to hold a Summer Fair. NM advised that someone has offered to run a fair in September but more offers of help would be required and Carol was asked to plug the event via Village Voice in the Gazette.
- b. **Coffee mornings** – Neil Martin advised that there are two further events planned for July and October due to their popularity and success.
- c. **Christmas Fair** – Neil Martin advised that this worked very well last year and it is planned to re-run the event again in December.

On behalf of all present Neil gave a vote of thanks to Greg and Ian for all their hard work over the past 12 months.