

## Annual General Meeting of Wythall Community Association

Held on Thursday 11<sup>th</sup> April 2019

Present were the following attendees:

H Cleaver, A Griffin, M Stinton, J Attwood, D Harris, S Medhurst, S Harris, L Turner, S Attwood, E Wood, S Gill, L Volante, P Morgan, R Harris, M Evans, K Yates, B Knee, D Ashby, B Johnson, K Byng, A Collins, M Collins, K Wood, S Baxter, J Hession, S Hession, G Denaro, P Richardson, B Richardson, R Burn, N Bridgens, J Dyer.

Geoff welcomed everyone.

Jill Dyer, The President, opened the meeting. Jill commented that it was a good turnout and thanked everyone for coming. Jill gave a history of the Association as it has been serving Wythall in some form or another for approximately 76 years.

Jill paid tribute to a small group of people who keep the Association going, come all and any difficulties. In no particular order:

Mark Stinton and his team of helpers who look after the grounds and buildings and keep the very elderly machinery working by some miracle. Mark also runs bonfire night and this year has introduced the collection of used Christmas trees which proved very successful.

Sarah Hession who ran the carnival for the past 3 years very successfully. She also introduced various social functions, all very enjoyable.

Des Ashby who runs the club and various activities and is also a mainstay of all things electrical for carnival and bonfire.

Betsy Johnson, treasurer and need I say more? She has tried to hand over the job for years, but no-one has come forward. She is also a mainstay for the archery club.

Alan Griffin who besides his usual activities, stands in chairing meetings whenever required and has developed a wonderful rapport with the breweries.

John Attwood, editor of the modernised newsletter and valuable contributor to Facebook and other media, keeping everyone aware of what is going on.

Sharon Attwood, who writes brilliant minutes of many meetings throughout the year and is a very active member of the dog club.

Finally our Chairman, Geoff Denaro, who manages to know what is going on and what needs to be done, despite his other important responsibilities.

All these people and the committee members deserve our thanks and would welcome extra help from all of us, so do please consider doing a bit more. Thank you.

Jill then handed the meeting to Geoff Denaro.

Geoff thanked Jill for all her efforts over the last year.

**1. Apologies:-** M Neale and R Clarke.

**2. Minutes of the 2018 AGM:-** Sharon gave apologies, there was a typo in the financial report. It states Wythall House rentals increased £6k in 2016 but fell back £3 this year, it should have read £3k, it was wishful thinking!

These were proposed as an accurate record by Mark Stinton and seconded by Alan Griffin, agreed by all present.

**3. Matters arising:-** None.

**4. Annual Report and Accounts for 2018:-**

The financial statements have been prepared and have been seen by the General Committee. The Independent Examiners have completed their review without material change since the General Committee agreed the draft results.

The report explains how the charity is structured, the objectives and activities and more to the point what we achieved.

Details of income are in the SOFA on page 10 and notes from page 15

The Financial review covers the figures. General income of £230,459 and funds from BDC New Homes Bonus fund of £18,799 for improvements to the changing room toilets which is still to be done and is included in creditors.

General income was £5k less than 2017

The grant from the Parish Council, the only funds we receive from any Council to help run the Park, was paid monthly this year so we only received £8400, the final £3600 being paid in January to March 2019.

Donations this year included £800 from the Fun Run, £15k from Becketts Farms, £1000 from the Dumbreck Charity, plus Pearl and individuals with a further £10k from WCHT.

Our main fundraisers, the Carnival and Bonfire, were down slightly but raised £4300 and £11,600 respectively.

We also had a Spring Fair, Fashion show and sold calendars

Our rental income was better for Park events, pitches and Wythall House, but slightly down in Park Hall. The service charge to the club was £15k less than the previous year following the exercise at the end of the year to establish the costs to be covered. The Community Club is still the biggest fundraiser adding £78,000 to the funds.

General Expenses remain at about £250k, this year was actually £247,523, including the costs of putting on Carnival and Bonfire.

We succeeded in reducing wage costs by £7k (4.5%) which is our biggest expense. The premises are open 131 hours per week and the servicemen are on duty 39 hours, so that's someone here for 170 hours per week.

Utilities have been a nightmare this year. The electricity supplier stopped invoicing us when half-hourly metering was introduced. Since the year-end we have had a new meter and we are now watching to see if the current bills are similar to last year.

Water bills were estimated for the whole year, it appears meter readers can't find our meter. We are now claiming for Leak Relief due to pipe damage which has happened twice.

Overall the figures are £17k in deficit

For those with the graphs the towers show the various sources and expenses as proportions of the total.

The Reserves, we have added to the deficits of the previous 3 years, now totalling £37,428.

We have got away with this because we have loans from WCHT £15,000 not immediately repayable and other loans of £12k, deferred income (subs) of £4k for 2020 and £7k for 2019, which is more than our deficit.

However, we have been mindful of the situation and debating and planning how to improve the funds. We discussed in January the need to raise £30,000 to improve the cash flow.

We received a £10k interest free loan from an individual with agreement that we shall look at the situation in 12 months' time to see if we can afford to make a repayment or not.

We have had further meetings about charging for car parking in the daytime and putting on additional entertainment in Park Hall to improve our profile and raise funds.

All the Trustees here have received a copy of my recent appeal for donations, loans and memberships, **please spread the word**, we need funds to get us through now, before new events and car parking comes on line and I'm pleased to have received a donation of £1000 from one constituent organization already and a personal loan of £1500.

Everyone wants a park in Wythall, we need to make sure everyone contributes towards the costs.

Geoff thanked Betsy for all the juggling she has had to do this year. We have got through it and we are not in the clear, but we are seeing signs of improvement. All the football pitches are now rented and bar takings are increasing as a result of this.

We wouldn't survive without the effort Betsy puts in.

There was a suggestion we look into solar panels to help reduce utility costs. Geoff advised we had looked at it previously and under the new schemes there is a reduced benefit but high capital costs. It was suggested we look into a grant to cover the capital costs as we are a charity. Geoff advised it will be looked into again.

## 5. Adoption of Annual Reports

The accounts were proposed by Jill Dyer with thanks to Betsy and seconded by Alan Griffin, there were no objections.

## 6. Appointment of Auditors:- Jerroms were proposed. All agreed.

## 7. Departmental reports

**a. Secretary:-** Sharon Attwood advised that since the numbers were provided at the start of the last AGM we have had 0 new representatives for constituent groups, 1 new independent trustee, 1 representative stood down, there were 4 representative changes for constituent groups sadly including David Dawkes who passed away. 1 representative became an independent and 1 independent became a representative.

The ideas put forward at the last general committee have been discussed at management, Sharon is to collate these, together with additional ideas put forward at the management committee meeting and the outstanding marketing suggestions to prioritise and move forward on the ones which could have the biggest impact.

Sharon advised that we are formalising the trustee process. A package has been drafted for anyone interested in joining the General Committee. This has been circulated around the Management Committee for feedback. In future anyone expressing an interest in becoming a trustee will be given the pack which will include the necessary forms and Constitution, but will now include the Charity Commission document on the responsibilities of being a trustee, an overview of the structure of the various parts of the whole organisation, the GDPR training document and information should anyone be considering standing for the Management Committee. There will now be a conversation with the potential trustee to ensure they understand the responsibilities of being a trustee before accepting the application. Sharon had an example pack if anyone wanted to have a look.

It was advised last year that Jill had obtained a register of companies that provide grants to charities. Unfortunately, only one application had been successful, and we had received £1k. The Give As You Live scheme is still running, it would be good if this could receive additional support.

We are always short of volunteers for our events. If anyone could help it would be appreciated. We need stewards for bonfire night, it takes quite a lot of effort to ensure the event goes off smoothly and safely. We are holding a meeting on 23<sup>rd</sup> September where all stewards and other volunteers are invited to attend. We also need volunteers to help with the carnival, both on the day and help distributing the programme around the houses before the event. If anyone can help, please let me know. There are slips out for you to complete or take away with you to encourage others to help.

There were no questions

Geoff thanked Sharon for her help.

**b. General Manager:-** Alan Griffin advised we had been impacted by the weather however trade has picked up in September, the youth football has made a difference

The outside equipment, especially the toilets, have been damaged. It is hoped they will all be reopened soon. The toilets seem to be a target.

Staff levels are at their lowest and we have staff going on maternity leave. We only have one main cleaner, and with the size of the premises there is a lot of work to do. There have been dual jobs for the bar staff and Alan thanked Liz, Jess and Dave who have done great work. Alan also thanked Kevin Wood who helps with locking up at night together with others. We had 4 call outs in the night most were false alarms.

There are still jobs to be done around the park. Alan advised we receive help from the probation service who help maintain the mound and he is hoping they will help with the ditches.

Alan advised that following the changes in September 2018 he is considering converting an adult pitch into two youth pitches and to also use the Gaelic pitch to accommodate the

increase in youth football, this could put £3k to £4k on our rent. He is hoping to expand Saturday football by September 2019

Advance bookings are up for this year, with Christenings being popular.

Alan thanked the main clubs on site, the Radio Club, the Bowls Club, the Archery Club, the Tennis Club and the GSD Dog Club. We also get income from i-dance and Slimming World.

Alan thanked the club chairman, Geoff, Sharon, and the officers especially Betsy who has to deal with ever increasing new legislation.

Alan also thanked all the people that use the facility on a regular basis and asked them to bring a friend.

- c. Community Club:-** Des Ashby advised last year was reasonably successful. Membership was 900 but is now over 1,200. The open promotion events and promotion at the carnival have helped. Des has seen a result from chasing lapsed members. The beer festival produced about the same results as previous years and the plans have started for next year. Entertainment has not been buoyant due to regulations. This is being addressed in conjunction with the Association. They will organise a series of events which will be on the website. Des is hoping to have better entertainment. An Abba tribute band are performing on Friday. Last New Year was probably one of the better ones. There was a good singer which he is hoping to bring back again. Des thanked Helen for putting on the quizzes. The children's party was well supported. Richard Burn has created a new club website. With help from Liz we now have a new tv. Last year we had limited WIFI. During the year this has been enhanced. Des advised he couldn't do this without Alan, Betsy and the staff. The club is holding its own, but we need people to bring friends to allow us to enhance services.
- d. House & Park:-** Mark Stinton advised they did a lot of work last year hiring the canopy around the park so the tractor doesn't get damaged. He thanked Trevor who does a lot of the mowing. They have started work on the front hedge so we can be seen from the road. Mark has received feedback on how nice it looks and that people can see the house
- e. Carnival:-** Geoff read the report from Roy Clarke. The carnival is set for the 11th of August opening at 2pm and they are planning a high energy programme for the arena. Bookings are coming in for the stalls and they have swapped the dogs and the classic cars over this year. If any here have members or friends and family that can help on the weekend with the set-up, clear away and marshalling he would be very grateful. Roy very much hoped those present will attend and support the park on our big day
- f. Bonfire:-** Mark advised they were low on numbers last year. They put extra entertainment outside with the mascots Chewbacker and Cat Boy, with Punch and Judy inside. The children and adults enjoyed it. They have been booked again for this year. There were no injuries.
- g. Health and Safety:-** They have all the events documentation. They may have to be more rigorous in 2019 following additional playground hand over. There is potentially more \$106 monies to do repairs to the trim track.
- h. Chairman:-** Geoff advised he has been encouraged by the way small changes have had an impact, which has put us in a better position. Geoff thanked Alan for standing in when there are conflicts with council meetings being on a Wednesday. He has been kept informed.

**8. Election of Honorary Officers:-**

- a. **President** – Geoff Denaro proposed Jill Dyer who accepted. Majority were in favour.
- b. **Vice President** – Geoff Denaro proposed Betsy Johnson who accepted. Alan Griffin also proposed Sue Baxter who accepted. Majority were in favour of both.
- c. **Treasurer** – Geoff Denaro proposed Betsy Johnson who accepted. Majority were in favour.
- d. **Secretary** – Geoff Denaro proposed Sharon Attwood who accepted. Majority were in favour.

**9. Formation of the General Committee:-** We propose 18 independent representatives and 21 constituent representatives. There are also 2 representatives from the Wythall Community Hall Trust and 3 officers. There are 3 available spaces for independent representatives. 44 are to form the general committee. Geoff invited anyone to look at trustee pack if they are interested in standing.

**10.Awareness / engagement**

Sharon advised that one of the comments made about the Association was a lack of awareness of the Association and engagement with the community. Sharon asked for any ideas or suggestions to be put forward so we can review them along with the other ideas that have come up recently.

Feedback was requested on the input received from Adrian Beckett following his offer of help with marketing. Sharon advised we received a full report giving his observations and suggestions. Some ideas have been started and others are to be worked on.

Any ideas could be given during the break or feedback after if people did not want to say anything in the meeting.

**11.Any other business:-** None

**12.Recommendations to the General Committee:-** None

**13.Meeting closed at 8.50pm.**

Signed .....  
Chairman

Date .....