

# **TRAWDEN FOREST COMMUNITY CENTRE**

## **Annual General Meeting Minutes**

**Wednesday 8<sup>th</sup> September 2021 – 7pm**

### **PRESENT**

Martyn Pashley, Liz Berridge, Rob Boocock, Ann Boocock, Bob Glozier, Helen Hodkinson, David Barritt, Angela Hargreaves, Carole Waring, Ian Berridge, Eric Waring, Sylvia Davy, Peter Carroll, Sara Swann, Mary Patten, Jane Rushton, Paul Harper, Jane Haydock, Steven Wilcock, Sue Ball, Tim Ball, Chris Whittaker-Webb,

### **APOLOGIES**

Maureen Askew, Darren Shelton, Andrew Taylor, Karen Wallbank, Jo Jelic, David Edmondson, Den Caffrey, Jane Wilcock

### **MINUTES OF LAST AGM 13 MAY 2019**

Accepted as accurate

### **MATTERS ARISING**

None

### **CHAIRMANS REPORT**

AGMs are usually held in March. Our aim is to return to this schedule next year.

The shop and library continue to be very successful. Prior to the Covid situation the Centre was also very well used. After a long period of only essential use regular users are returning and bookings are increasing. The Parish Council clerk is currently based in the Centre but it is hoped that expansion plans for the library will enable the clerk to re-locate to that site.

The Chairman expressed thanks to all volunteers and shop directors who have helped maintain service to the community throughout the pandemic.

In order to comply with Charity law the shop business was re-structured last year. The community shop is now a limited company with the Charity as its sole shareholder. This allows the shop to pass profits to the Charity and therefore reduce tax liability. The shop committee have now appointed a volunteer co-ordinator, Molly Ralphson, who will work with shop volunteers to ensure that their needs are met along with the expectations of the community. The shop committee have also worked with Kick Start and other schemes to give employment experience to some young people.

Last year also saw the appointment of Trish Ashworth in a role of community liason. Throughout the pandemic Trish has maintained contact with vulnerable members of our community and, going forward, Trish will manage the fortnightly meetings of the Friendship Group.

Some Covid relief grants were received by the Community Centre and these were used to refurbish all the toilets and the wooden floor of the main hall. Future plans involve increasing storage space at the Centre and also providing more storage and meeting space on the library/shop site.

### **ELECTION OF OFFICERS**

Chair (Steven Wilcock), Vice Chair (Bob Glozier), Secretary (Liz Berridge) and Treasurer (Chris Whittaker-Webb) were re-elected en bloc by show of hands.

### **ELECTION/RE-ELECTION OF TRUSTEES**

Trustees retired since last AGM – Bob Anderson, Michelle Hartley, Mary Patten, Jeanette Shepherd, Ian Waddington, Karen Wallbank, Kirsti Grayson,

Trustees co-opted since last AGM – Helen Hodkinson

Trustees unanimously elected at this AGM – Peter Carroll, Ann Boocock, Rob Boocock

## **FINANCIAL REPORT**

As the shop is now a trading subsidiary of the Charity there will in future be two separate sets of accounts.

During last year we received Covid relief grants totalling £45,000. This made up for lost income and allowed us, among other things, to continue to offer meals to Friendship Group members, organised and delivered by Trish. We also had some grant money remaining that allowed us to expand and resurface the library/shop car park.

During the first half of the financial year, prior to the impact of Covid, the charity hosted many events and total income, including bar sales, from these events was £22,834. The activities of the charity community shop, were transferred on 1st August 2020 to Trawden Forest Community Shop Ltd, of which the charity is the sole member. Up to the date of transfer the shop had takings of £201,032. In order to achieve the transfer, advice and guidance was sought from Power to Change and The Plunkett Foundation. Spending was again dominated by ongoing refurbishment of the centre, library and library car park. £51,528 was spent during the year concluding this work which included £24,580 on resurfacing and remodelling of the library and shop car park.

The Charity is in good shape financially and, with the continued support of the dedicated team of volunteers, the shop will be the main source of income.

## **SHOP REPORT**

The shop has now become a limited company. The Charity is the sole shareholder and the company directors are Martyn Pashley, Angela Hargreaves Judy Yacoub and Stev Snaith.

Initially, the pandemic caused the temporary closure of the shop, partly due to restricted supplies but also due to many volunteers shielding during the early stages of the pandemic. However, the volunteers rallied and the shop has continued to trade, albeit on reduced hours. Thanks to Sara Swann there are now 68 active volunteers covering 132 hours each week

The directors are committed to the Eco friendly nature of the shop ('Filling Station', electric vehicle, air-source heat pump etc) and, with the continued goodwill of the team of volunteers, to maximising the contribution that can be made to the Charity. The shop is all about the volunteers!

## **ROOM DRESSER & BOOKINGS REPORT**

Bookings are starting to pick up and Dressers are starting to operate as events return.

The list of Centre volunteers is very small and more volunteers are needed in order to reduce length of shifts.

## **GRANTS REPORT**

Currently we have 1 application pending – 3<sup>rd</sup> stage of National Lottery Grant to fund outreach worker and caretaker.

## **EVENTS**

Ceilidh - 17<sup>th</sup> September, Halloween Evening - 29<sup>th</sup> October, Ladies Night – 12<sup>th</sup> November, Last Night of the Proms – 26<sup>th</sup> November,

## **AOB**

None raised

Meeting closed at 7.55pm