

# MINUTES OF THE ANNUAL GENERAL MEETING OF HAGLEY COMMUNITY ASSOCIATION

held on Friday 20<sup>th</sup> January 2023 at Hagley Community Centre.

(DRAFT)

- 1. Welcome.** The Chairman Roger Seabury opened the meeting at 7.30 pm and thanked those present for attending.
- 2. Apologies** Alison Akers (HCA), David Trewin (HCA), Neville Smart (HCA), Steve Colella (BDC).
- 3. Approval of Minutes 2021.** Approval of the Minutes of 21st January 2022 (for year 2021) was proposed by D. Santus and seconded by M. Barnes.
- 4. Treasurer's Report** (Alan Hess). The Annual Accounts for 2021/22 were presented to the meeting.

## Review of the financial position

The financial statements show a surplus for the year of £10,874, (2021 - £24,296)

During the year grants of £11,834 were received from Bromsgrove District Council as a result of the Covid-19 disruption.

Running costs continue to be well controlled, although maintenance costs remain a challenge. However, the committee deem it important to keep the Centre in good repair to maintain a high level of usage.

The rebuild programme continues. The original planning application was put on hold to allow for variations and how now been resubmitted.

## Reserves policy

The Association needs a reasonable level of reserves to ensure adequate funds are available to cover any urgent repairs to the centre building should they occur. Surplus resources are neither substantial nor available for long term investment and, therefore, a bank deposit account is deemed an appropriate investment.

## Public benefit

We confirm we had regard to the Charity Commission guidance on public benefit.

- 5. Approval of Accounts to 31 March 2022.** Approval was proposed by R. Wynne and seconded by D. Santus

## 6. Section Reports

### a. Bookings and Lettings (Nick Templar).

Generally Bookings at The Centre have been buoyant but income has not returned to pre COVID levels although income per Booking has risen. The Centre was occupied 58% of the time in 2022. Outstanding Invoices total £2433 many of these are for future Bookings. Hagley Theatre Group have an £824 outstand debt, they are disbanding at the end of January. My only concern is that a hirer could not find all of the 30 infant sized chairs. I can't account for where the missing chairs have gone to.

### Breakdown of Income.

	Bookings	Income	per Booking
2019 Total	830	£26,896.00	£32.40
2020 Total	235	£7,268.00	£30.93
2021 Total	322	£11,915.00	£37.00
2022 Total	639	£23,478.00	£36.74

**b. Affiliation.** (Annette Templar): We have 38 groups on our list, reflecting the wide range of activities that are on offer to local people of all ages.

Sadly the Theatre Group folded in 2022 after many years entertaining our community, but we have had some new groups join us, including Wordsley Amateur dramatic Society and Hagley Camera Club.

The highlight of 2022 was undoubtedly the Queen's Diamond Jubilee Party in the Park organised by the Parish Council. It was a fantastic event and it was wonderful to see so many people enjoying themselves on the playing field and in the community centre. Some of our affiliated groups had a presence on the day, and we thank all our affiliates for their support, and hope as always that they go from strength to strength in the coming year.

**c. Village News** (Alison Akers, editor and advertising manager).

### **HVN and Advertising AGM report 2022**

This has been a good year. We have had plenty of advertising and reports are back to their usual numbers following Covid times.

We increased advertising prices slightly from April 22, the last increase being April 20, and all the renewals and new adverts have paid the increased rate.

I have been more proactive in getting overdue accounts paid as advertisers are warned about late payment twice then their advert is removed from the HVN and not reinstated until payment is received ...this seems to work quite well although I rarely have to resort to this.

I have altered all the regular advertisers to renew in July every year as this makes it easier to manage and track payments.

I have viewing online access to the bank accounts and again this helps me know if advertisers have paid and who to chase.

Thank you to Tina, our graphic designer; Nic, our printer; David for distributing the HVN, and Alan for putting up with me forgetting to tell him what invoices I have issued!

I'm happy to continue in both Editor and Advertising manager roles but am unable to be an active Exec member due to work and family commitments.

**Distributor's report.** (David Trewin). As ever more volunteers are welcome to help with distribution as several have recently given up due to illness or fragility (i.e. old age).

Thank you to those who share the task of delivering over 3,000 copies of the Village News to Hagley residents every month.

**7. Chairman's Report.** (Roger Seabury) Thank you to those present for your support and for attending this meeting. Thank you also to the volunteers serving on the committee.

Routine maintenance and essential repairs are being carried out to keep the centre safe and presentable. In the longer term we are committed to a refurbishment and extension of the centre. Money has been raised in the past by the efforts of current and previous committee members but costs have escalated and the original plans are unaffordable so we are revising these, and are aiming to make future applications for grants to increase our funds.

After 10 years in post I am standing down from the role of Chair but will remain on the committee as there is plenty of work to be done. Councillor Steve Colella has expressed an interest in taking over from me, which I welcome as I feel he will be proactive in applying for funds to move forward with the refurbishment project.

At this point a proposal was made that Roger should take over the vacant position of President. Roger agreed to put this to the vote.

## 8. Election of Honorary Officers

- a) President: Roger Seabury. Proposed by P. Homer, seconded by M. Barnes
- b) Chairman: Steve Colella. Proposed by R. Wynne, seconded by J. Britton.
- c) Treasurer: Alan Hess
- d) Secretary: Annette Templar

A vote for the re-election of Officers c) and d) was proposed by D. Santus and seconded by M. Barnes

- e) Other officers who with the above will form the Executive Committee:
  - i. Minutes Secretary: Annette Templar
  - ii. Bookings Officer: Nick Templar
  - iii. Affiliations Officer: Annette Templar
  - iv. Maintenance : Neville Smart
  - v. Village News editor: Alison Akers

A vote for the re-election of the above officers was proposed by D. Santus and seconded by M. Barnes.

- f) Additional committee members.
  - i. Advertising Officer: Alison Akers
  - ii. Village News distributor: David Trewin
  - iii. Erica Sprason

A block vote for the re-election of the above was proposed by D. Santus and seconded by M. Barnes.

**9. Appointment of Auditors/Independent Accountants.** The independent examiner appointed to audit the annual accounts for 2022-2023 is Pinfields. Acceptance was proposed by R. Wynne and seconded by D. Santus.

**10. Appointment of Trustees of the lease of Hagley Community Centre.** Continuation of Jim Austin and Robin Hemming was proposed by M. Barnes and seconded by K. Santus.

## 11. Any Other Business.

- A. Amphlett: What is the timescale for the proposed refurbishment, and what impact is it likely to have on hall hire?

*Revised plans have been submitted to BDC and will be published in the March edition of the Village News. Impact on hirers will be kept as low as possible, e.g. by carrying out the work in stages.*

- Will hire charges increase?

*There are no plans to increase hire charges in the immediate future as fuel costs are fixed until 2024.*

- The barrier has become impossible to operate. Please can this be looked at, as it is impossible to prevent non-users from entering the car park without lowering the barrier.

*Roger will look at this in Neville Smart's absence.*

- A. Amphlett and M. Barnes: some hirers prefer the chairs to be stored on the stage to leave more space in the hall. Please can they be asked to put the chairs back in the hall at the end of their session?

*Nick will put a message out to hirers asking them to do this in future.*

**12. Close.** Roger thanked everyone for attending and invited them to join the committee for light refreshments. The meeting closed at 8.30 pm.