



**ANNUAL
GENERAL
MEETING
REPORT
2008/2009**

by
Caroline Roche
CSLCA Chairman

ANNUAL GENERAL MEETING REPORT 2008/2009

1. INTRODUCTION

This Report covers the activities of the Community Association since the last Annual General Meeting that took place on the 2 October 2008 and the Extraordinary General Meeting that took place on the 7 November 2008.

2. GENERAL COMMITTEE

The General Committee during this year were:

- ◆ Mrs Caroline Cooper
- ◆ Mrs Jane Cox
- ◆ Ms Hazel Godfrey
- ◆ Mrs Alison Gunner
- ◆ Reverend Alison Norris
- ◆ Mrs Audrey Northam
- ◆ Miss Kathryn Ruth Pilkington
- ◆ Miss Caroline Louise Roche
- ◆ Mrs Barbara Alyson Stone
- ◆ Mrs Ann Wilkins
- ◆ Mr Ronald Henry Bush
- ◆ Mr Tony Freeman
- ◆ Mr Peter Grover
- ◆ Mr John Hassall
- ◆ Mr Tom Sanderson
- ◆ Mr Donald Stansbury
- ◆ Mr Garth Sumpter

3. PROFESSIONAL ADVISORS

Bank: The National Westminster Bank
 Taunton Branch
 49 North Street
 Taunton
 Somerset
 TA1 1NB

Independent Examiner: Georgina Day
 99 Graham Way
 Cotford St Luke
 Taunton
 Somerset
 TA4 1JG

4. OBJECTIVES OF THE COMMUNITY ASSOCIATION

In accordance with the Association's Constitution, our objectives are to:

- ◆ **Bring together representatives of voluntary organisation, Government departments, statutory authorities and individuals.** Individuals, affiliated groups and statutory authorities were represented on the Community Association's General and Executive Committees during the last year.
- ◆ **Arrange and provide either alone or with others, the holding of exhibitions, meetings, lectures, classes, seminars or training courses and all forms of recreational and other leisure time activities.** During the last 12 months; the Community Premises has been regularly hired for many activities, including:
 - ❖ The Church for Sunday services, Toddler Church, Remembrance Sunday, Easter and Christmas services

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- ❖ Local Brownies Pack
 - ❖ The Monthly Farmers and Crafts Market
 - ❖ The Tae-kwon Do Club, Badminton Club, Yoga classes, Mother and Toddler Group, and a baby clinic
 - ❖ Social Committee events such as the village's second Spring Flower Show, Alternative Therapy Evening, Bistro Evenings, Quiz Nights and the annual Open Gardens Competition
 - ❖ PTA events such as Bingo evenings and Christmas Fair
 - ❖ The School's Christmas and Summer Play
 - ❖ Nicky Jenks Ballet School and Weight Watchers
 - ❖ Many villagers have hired the Community Premises for private functions
- **Collect and disseminate information on all matters relating to its objectives and to exchange such information with other bodies having similar objectives whether in the UK or elsewhere.** The School and Community Association Joint Management Group Meetings are held for the purpose of managing and resolving issues that affect the building as a whole including the sharing/joint usage of the Main Hall. For example, maintenance of the building
- ◆ **Write, print or publish in whatever form, such papers, books, periodicals, pamphlets or other documents including films and recorded material as shall further its objectives and to issue or circulate the same whether for payment or otherwise.**
- ❖ The Community Association has its own website. Information is uploaded as required.
 - ❖ The existing Parish Council notice boards and the two more notice boards at the Co-operative store have been maintained. One of the notice boards at the Co-operative Shop is maintained by the Social Committee.
 - ❖ Posters are displayed in the village to announce forthcoming events.
- ◆ **Purchase, take on or in exchange, hire or otherwise lawfully acquire such property and privileges as may be necessary for the promotion of its objectives and to construct, maintain or alter the same.**
- ❖ Unfortunately since the last report, the Community Premises Lease has still not been signed by Taunton Deane Borough Council /Community Association. Without the signed Lease; the Community Premises is not protected as a village asset if TDBC/SCC decides that they wish to use the Community Premises for some other purpose.
 - ❖ The Community Association has been in negotiations with TDBC regarding the Lease for several years. However, despite the best endeavours of Peter Grover and our Solicitor (Mr Dawson) over the last 12 months, it would appear that TDBC's Legal Department is still not in a position to finalise the Lease.
- ◆ **Make regulations for the proper supervision, control and management of any property which may be so acquired**
- ❖ The Community Premises is managed by the Executive Committee that has had monthly meetings during the last 12 months. The meetings look at all aspects of managing the Hall.
 - ❖ The Community Premises' H&S arrangements have been reviewed by the H&S Officer appointed from the Executive Committee.
 - ❖ The Hire Agreement defines the Terms and Conditions that the hirers must abide by.
- ◆ **Raise funds and invite or receive donations and contributions, whether by subscription or otherwise, provided that the Community Association shall not undertake or in any way engage in any permanent trading activities in raising funds for its charitable objects.** During 2008/2009 the Community Association's income was £15,646 (2007/2008 = £17,835) of which £3,375 was received from the Parish Precept. No donations were received during the year.
- ◆ **Support any charitable trusts, associations or institutions formed for all or any of the objects.** No donations have been made during 2008/2009.

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- ◆ **Receive money on deposit, loan or overdraft, in such manner as the Association may think fit as may be required by law.** The Community Association had cash funds of £20,329 on the 31 March 2009. The cash is held in two Bank Accounts and a Reserve Account (refer to the next bullet point).
 - ❖ The first Bank Account facilitates the day to day receipts/expenditures associated with managing the Community Premises. As at the 31 March 2009, the balance of this Account was £5,353 (31 March 2008 = £2,718)
 - ❖ The second Bank Account is where the Social Committee fundraising money is deposited. As at the 31 March 2009, the balance of this Account was £3,477 (31 March 2008 = £3,002)
- ◆ **Invest money not immediately required for its objects in or upon such investments, securities or property as the Association may seek fit as required by law.** The interest bearing Reserve Account is where surplus funds are transferred from the first Bank Account. As at 31 March 2009, the balance of this Account was £11,498 (31 March 2008 = £8,855).
- ◆ **Borrow money to charge all or any of the Association's property with the repayment of money so borrowed.** No money has been borrowed during 2008/2009.
- ◆ **Employ such persons as are necessary for the proper pursuit of the objects and make all reasonable and necessary provision for the payment of pension and superannuation for staff and their dependants.** A self-employed cleaner is paid by the Community Association to clean the Hall on a regular basis
- ◆ **Remunerate any General Committee member for services rendered to the Association.** No General Committee member has received remuneration during 2008/2009. All members are volunteers who have given their time freely for the Association's benefit.

5. MANAGEMENT AND GOVERNANCE ARRANGEMENTS

These are documented within our Constitution which is available on the Association's Website.

6. PROCEDURES AND POLICY FOR GRANT MAKING

These are documented within our Constitution which is available on the Association's Website.

7. NON-FINANCIAL ACTIVITIES SINCE THE LAST ANNUAL GENERAL MEETING

Since the last AGM, the following has been achieved:

- ◆ **Community Premises**
 - ❖ The **drains** (a latent defect from when the Community Centre was built) were re-laid and the problems experienced during periods of heavy rain appear to have been fixed
 - ❖ A **cleaning cupboard** has been built in the Disabled Toilet and a **H&S notice board** has been erected and **table** fixed to the wall in the inner Lobby
- ◆ **Allotments.** It is proposed to have 50 allotments in a field within the vicinity of the village. Unfortunately; no suitable field can be found
- ◆ The **Spring 2009 Litter Pick** was very successful and was well supported by the village's children and their parents.

8. INDEPENDENT EXAMINATION OF THE ACCOUNTS

The review was performed in August 2009 by Georgina Day. The examination found no matter that would give reasonable cause to believe that the accounts were not a fair view of the state of Community Association's affairs and its financial activities during the 2008/2009 financial year.

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9. INCOME AND EXPENDITURE ACCOUNT FOR THE FINANCIAL YEAR 1 APRIL 2008 TO 31 MARCH 2009

The Income and Expenditure Account is as follows:

	£	£
Income		
Hall hire	9,470.96	
Fund raising	1,437.84	
Precept	3,375.00	
Other	1,362.24	
	<u>15,646.04</u>	15,646.04
Expenditure		
Supplies	99.97	
Repairs	759.15	
Other running costs	1,580.33	
Cleaning	1,349.42	
School rent	2,154.68	
Equipment	88.20	
Utilities	1,614.87	
Security	872.86	
Other	1,373.34	
Adjustment -unpresented cheque	0.00	
Sub-total	9,892.82	9,892.82
Excess income over expenditure		<u>5,753.22</u>
Opening balance- general fund	11,573.43	
Social fund raising account	3,002.38	
		14,575.81
Additions during the year	5,753.22	
Closing balance at 31 March 2009		<u>20,329.03</u>
Represented by		
Bank Account Nr 1	5,352.91	
Bank Account Nr 2	3,477.59	
Reserve Account	11,498.53	
	<u>20,329.03</u>	

Tom Sanderson, Treasurer