

# Tarvin Community Centre Committee of Management

Minutes of the Annual General Meeting held at Tarvin Community Centre at 7.30 pm on Tuesday 8 May 2017

Present: Alan Wilkinson (Chair), Jane Lush (Secretary), Ted Lush (Treasurer), Liz Brereton, Roy Brereton, Lyn Brunton, Peter Brunton, Bryan Evans, Brian Hardacre, Sue Hardacre, Janet Shuttlewood, Vic Shuttlewood, Sharon Nolan (representing Ashton Hayes and Tarvin Flower Club/Tarvin Gardening Society), Gill Williams (representing Tarvin WI), Richard Chaplin (representing Tarvin Civic Trust), John Daines, Margaret Dixon, Heather Exell, Linda Fridd, Alyson Shaw, Simon Shaw, Mark Wyatt

## 1. Welcome and Apologies

The Chairman welcomed everyone to the meeting. There were apologies from Pet Twigg, Merryn Shaw, Tom Cheadle

## 2. Minutes of 2017 AGM

The minutes of the AGM held on 2 May 2017 were approved as a correct record

## 3. Chairman's Report

The Chairman reported on the experience of the previous year, which had been one of continued progress and improvement. The Community Centre had successfully applied for ACRE's Hallmark Standard Levels 2 and 3, only the second venue in Cheshire to achieve this. It was hoped that this achievement would reassure users and the community as a whole that the Centre was being run in a professional manner, so encouraging new lettings, attracting new committee members and reassuring grant funders. Improvements to the facilities had continued, with the construction of a free-standing shed and porch linking it to the rear entrance: this provided much-needed additional storage for users, and in particular for Ashton Hayes Theatre Club. External signage had been and committee members had carried out some internal repainting. New white china had been purchased with the aid of a grant from the Borough Council Members' Budget. Plans were now in hand for a major improvement scheme for the Hall, including a replacement ceiling to incorporate more controllable, energy efficient and attractive LED lighting as well as replacement of the unsafe high-level walkways and new power-operated blackout blinds to replace the high-level curtains. improved lighting/acoustics and stage curtains. Relations with Qwest (CWaC's facilities management and maintenance contractor) were much improved with the caretaker, Simon Shaw, working well as a valuable member of the team. The demands of running the Centre were weighing on an ageing Committee and attracting new support was an ongoing problem. The Chairman had agreed to serve one further year but a replacement would then be needed. The financial position was healthy (see below). The range of activities offered by clubs and organisations was wide and an eclectic menu of films, music, theatre and shows continued to attract people of all ages. The Parish Council was thanked for its continuing support, as were the members of the Committee for their continuing hard work and enthusiasm

It was **agreed** to record the thanks and appreciation of all those attending for the hard work of the Committee and especially of the Chairman

## 4. Financial report

The Treasurer presented the income and expenditure account and balance sheet for the financial year 2017/18, which had been signed off by the independent examiner. Income for the year totalled £52,610, including lettings income of £37,473, a grant from the Parish Council of £1,200 and other grants totalling £4,315 (including generous support from the George Heath Foundation, the Co-op's community fund, CWaC members' budgets and the Rylance and Smith Charitable Trust). Expenditure was £40,956, of which £22,234 represented the CWaC recharge, covering caretaking, heating, lighting, buildings insurance etc. (payments were made quarterly during the year but with a final adjustment after the year end, the amount of which for 2017/18 was not yet

known; the net payment in 2017/18 included a refund of £741 relating to 2016/17). The recharge was covered by lettings income, as the Committee's policy required. The Village Quiz had raised £642 and the Summer Fete, which in 2017 was run independently of the Community Centre, contributed £287. Other events had collectively brought in almost £7,700, with the bar a significant contributor. Expenditure on improvements, including the new shed and external signage, the final payment to the contractors for the new lounge, and furniture and equipment purchases, totalled £14,522, giving rise to a net surplus for the year of £11,654. The Committee continued to hold a contingency reserve of £7,500. Other funds were held in anticipation of further improvements

## **5. Election of Committee Members**

The following were re-elected as Committee members and Trustees:

Alan Wilkinson, Jane Lush, Edward Lush, Elizabeth Brereton, Roy Brereton, Lyn Brunton, Pete Brunton, Bryan Evans, Brian Hardacre, Sue Hardacre, Janet Shuttlewood, Vic Shuttlewood. Pet Twigg would continue to represent the Parish Council (subject to review at the Parish Council's May meeting). Tom Cheadle and Linda Fridd agreed to join the Committee

The following were re-appointed as Associate Committee members (non-Trustees):

Merryn Shaw (representing Ashton Hayes and Tarvin Flower Club), Sharon Nolan (representing Tarvin Gardening Society), Gill Williams (representing Tarvin W.I.)

Tarvin Civic Trust would continue to send a representative as an observer to meetings of the Committee. Other user organisations without a current representative had been invited to nominate one but none had indicated a wish to do so.

The Committee meeting would reconvene after the AGM to appoint the Chairman and other officers

## **6. Any Other Business**

The Chairman asked if anyone else would be interested in offering occasional help with events etc. and Mark Wyatt and Alyson Shaw agreed to do so.

There were no further questions or comments

Meeting closed 8.10 pm