

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 2019

Present: Alan Wilkinson (Chair), Jane Lush (Secretary), Ted Lush (Treasurer), Jane Armstrong, Liz Brereton, Roy Brereton, Lyn Brunton, Peter Brunton, Bryan Evans, Brian Hardacre, Sue Hardacre, Janet Shuttlewood, Vic Shuttlewood, Sharon Nolan, Merryn Shaw, Gill Williams, Richard Chaplin, Charles Bradley, Jacqui Bradley, Elaine Campey, John Daines, Margaret Dixon, Margaret Evans, Heather Exell, Stuart Exell, Derek Hartland, Gaynor Heath, Robert Mason, Margaret Matthews, Mary Mayes, Stuart McNeil, Lynn Orfanelli, Richard Orfanelli, Eric Plenderleath, Margaret Plenderleath, Jo Richards, Irene Wilkinson, Mark Wyatt

1. Welcome and Apologies

The Chairman welcomed everyone to the meeting. There were apologies from Ross Brunton, Bob Howard, Jan Howard, John Latham, Mary Latham, Peter Ryan, Arnie Sheppard, David Thorp, Ray Williams, Paul Woodbury

2. Minutes of 2018 AGM

The minutes of the AGM held on 8 May 2018 were approved as a correct record

3. Chairman's Report

In his final report in the role, the **Chairman** reported on the experience of the previous year, which had been one of continued progress and improvement. Further LED lighting had been installed to replace older less environmentally friendly lights, including in the Hall and kitchen. Unfortunately, Cheshire West and Chester Council (CWaC) had not agreed to upgrade the ageing oil-fired boilers or to install new self-closing taps. Improvements to the facilities had focused on the Hall, with new handrails and flooring to the high-level walkway, replacement of the ceiling with acoustic tiles and thermal insulation, new LED lighting which allowed for varying degrees of lighting intensity, new LED stage lighting, replacement of the window curtains by power-operated blinds and a complete redecoration. CCTV had been installed on the outside of the building and in the foyer as a deterrent to anti-social behaviour. Possible future improvements included renewal of the stage curtains, phased replacement of tables and chairs as necessary and demountable staging. The Chairman and a number of other Committee members were retiring, which would put pressure on the continuing Committee members but some new members had been or were hoped to be recruited. 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 Committee was grateful to the Parish Council for its continuing support, to the Co-op Community Fund and the George Heath Foundation for financial support, and to all Tarvin residents who used and supported the Centre. The Chairman thanked the members of the Committee for their continuing hard work and enthusiasm, expressed his personal satisfaction in the way the Centre had improved and thrived over the past 11 years and urged local residents to continue to support the Centre and become active in its future management

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 2018/19, which had been signed off by the independent examiner. Income for the year totalled £53,783, including lettings income of £41,032 (up 9% over the previous year), a slightly reduced grant from the Parish Council of £1,000 and other grants totalling £3,265 (including generous support from the George Heath Foundation and the Co-op Community Fund). Expenditure was £51,506, of which £17,380 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 2018/19 was not yet known; the net payment in 2018/19 was significantly lower than expected because it included a refund of £5,981 relating to 2017/18). The recharge was more than covered by lettings income, as the Committee's policy required. The Village Quiz had raised £682. There had been no Summer Fete, but other events had collectively brought in £7,019, with the bar a significant contributor. Expenditure on improvements, including completion of the new shed, extensive improvements to the Hall (as detailed in the Chairman's report), installation of CCTV and furniture and equipment purchases, totalled £29,429, giving rise to a net surplus for the year of £2,276. The total funds in hand at the end of 2018/19 were £69,879, which included 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:

Jane Armstrong, Elizabeth Brereton, Roy Brereton, Lyn Brunton, Pete Brunton, Brian Hardacre, Sue Hardacre, Jane Lush, Ted Lush

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.)

The Parish Council would appoint a new representative to replace Pet Twigg at its annual meeting in May

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

Alan Wilkinson (Chairman), Bryan Evans, Janet Shuttlewood and Vic Shuttlewood were leaving the Committee and were thanked for their valuable contributions over the years. Lyn Brunton had expressed her intention to stand down once a successor had been found to take over her website manager/social media/IT support role

A number of people were considering joining the Committee and it was hoped this would be confirmed shortly

The new officers would be appointed at the next Committee meeting. In the meeting the following people would carry out the roles on an interim basis:

Chairman and Secretary – Ted Lush

Vice-Chairman and Booking Secretary – Sue Hardacre

Treasurer – Jane Lush

6. Any Other Business

There were no further questions or comments

Meeting closed 7.57 pm and was followed by a drinks reception and ceremony to mark the Chairman's retirement and that of other Committee members