

MINUTES OF THE ANNUAL GENERAL MEETING OF THE HYTHE AND DIBDEN COMMUNITY
ASSOCIATION HELD AT THE COMMUNITY CENTRE ON WEDNESDAY 10TH FEBRUARY 1988

The meeting was opened by Mr. Ken Batchelor, the Chairman, who welcomed the 24 delegates present.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr. & Mrs. Breton and Mrs. P. Bentley.

2. MINUTES OF PREVIOUS AGM ON 4TH FEBRUARY 1987

The Minutes of the last Annual General Meeting held on 4th February 1987 were approved and accepted. This was proposed by Mr. J.D. Mott and seconded by Mrs. Pam Bridge.

3. MATTERS ARISING

Mrs. G. Field said that the Waterside Quilters Group had not received notice of the AGM. The Chairman noted the point made and said we would try and avoid omissions of this nature in the future.

4. CHAIRMAN'S REPORT

Mr. Batchelor said we had made terrific progress in the running of the Centre during the year. We were fully booked on most evenings during the week and in fact the AGM had had to be held in the "basement" as our better room was in use. He hoped that this would continue to be the case.

When the Centre opened some people doubted whether it would ever get off the ground and the Blackfield Community Centre was held up to us as a model which we should try to copy. Fortunately we had not done so as Blackfield suffered a deficit of £1800 last year and we have in fact doubled our cash reserves. Many of the Groups who started with us when the Centre opened are still with us and are growing in strength. New Groups have joined us, including the W.I. Market every Thursday, which brings a large number of people into the Centre and also boosts our kitchen takings. The Waterside Quilters have recently joined and are now requiring a larger room, whilst the Darby and Joan Club will soon be joining us twice a month.

We must not, however, become complacent as we need to raise £50,000 for our re-building fund before we can hope to attract any grants from Authorities. Unfortunately we have had trouble with a leaking roof and this is not a job we can carry out ourselves. Quotes between £1,000 and £3,000 have been received. In view of this the Chairman had written to local industries asking if they could help in any way, and as a result had received donations of £800, with a promise of a further £500 in 1988. In all our Building Fund has increased by some £1640 this year, including donations from the Walkers Group, EEPTU, the Scrabble Club and the Whist Club. Our wages bill has increased, mainly due to the proper establishment of Mr. Armitage and the payments made to Wardens during week-end duties. Our rent to the Council has increased and from 1st April 1988 we will be paying £1900 per annum instead of £1500 as previously. This increase would have to be reflected in the amount of rent we in turn charge the NFDC for their office accommodation.

The Chairman thanked the many voluntary helpers who had assisted during the year, and although he did not wish to single out names, he felt special thanks should be given to Peter and Audrey Threadgold who have worked so hard in a quiet way on the maintenance of the Centre. Thanks were also due to

Marilyn Grant and helpers who run the monthly Discos at the Parish Hall, the income of which is shown in the Balance Sheet.

No Treasurer was appointed at the 1987 AGM so the Chairman carried out these duties until the first Council Meeting when Mr. Mike Breton took over. He carried out these duties for three months until ill-health forced him to resign and the books were once again returned to the Chairman. At the Council Meeting held on 9th September 1987 Graham Parkes agreed to act as Treasurer for the rest of the year. With the changes which had occurred during the year this was no easy task and the Chairman gave him many thanks for bringing the books up-to-date to the satisfaction of the Auditor.

5. TREASURER'S REPORT

In opening the meeting the Chairman had thanked Mr. Graham Parkes for "stepping into the breach" and taking over the duties of Treasurer in the latter part of the year. He had undertaken a considerable amount of work, which was very much appreciated.

Our membership at the year ending was 356 and we were looking forward to an ever-increasing number. The membership fee had been increased to £1.50, but a lower rate of 75p. was charged to Senior Citizens.

Our income continued to rise, the Hall hirings showing an amount of £9,786 this being an increase of something over £3,500 for the previous year. Our kitchen takings showed an increase of £1200 and Bingo sessions accounted for a further £300, Bingo being a new venture for us during this last year. The monthly Discos were a continuing function and had also added some £1400 to our funds. We had also derived a small income from the sale of second hand books. More books will mean more income, so we could do with lots more.

On the regular outgoing side, there had been an increase of payment to our Warden Mr. Armitage, and our week-end Wardens were being paid a small remuneration. There had been an expense also in the kitchen, due to the installation of both a Micro-wave oven and Fridge Freezer, but these items were increasing the revenue in the kitchen.

We have transferred monies to National Savings Bond from the Deposit Account held with the Midland Bank, while opening a further account with the Halifax Building Society, but we do not get the full rate of interest on this latter account as we are registered as a Charity. It is intended to consult with the Midland Bank to take advantage of new possibilities. They have a "high yield" account operating at £2,500 plus and we now have around £14,000 to develop and provide a risk free, but high interest yield.

We have received a notification from the Council advising that there will be a rent increase of £400 per year over the next few years.

It was considered that all Groups should be in possession of a List of Members and it was up to the various Group Leaders to avail themselves of this.

A recommendation will be made at the next Council Meeting that hire charges for all rooms should be increased, and brought into effect as from 1st April 1988.

A fee of £10 was made to our auditor and he has expressed his willingness to continue this duty for us.

Mr. Dennis Gillard commented on the attendance at the Craft Fair at which only 28 visitors attended. He felt that there had been insufficient publicity, although it was appreciated that the very inclement weather could have been very much to blame.

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Mr. Batchelor emphasised that he had been up and about very early on the morning of the Fair posting over sixty notices in the locality.

A question was raised concerning the large Notice Board outside the Centre. At this moment it was in need of repair, leaks were generally spoiling notices. This would be put right, but in the meantime a smaller board was being used. Groups were reminded that they had a duty to remove outdated and unwanted notices from the board, but unfortunately this was not always done.

Further points were made by delegates concerning advertising and promoting ourselves. Our location was somewhat out of the way and some directions would be useful. The Chair explained that local authorities were currently discussing the general sign-posting for the village, but until decisions have been made no more notices were being permitted.

The report on the financial situation within the Centre ended with a request that next year accounts be presented side-by-side with the previous year's figures, so that comparisons could be easily made.

6. ELECTION OF OFFICERS FOR 1988

Mr. Batchelor said he would be retiring as Chairman, having served for the past twelve months. He told the meeting that Mr. David Grant who had put in such a lot of time and effort at the Centre would be relinquishing his place on the Committee as he was now on shift work and unable to attend many of the meetings. He gave his personal thanks to David for his contribution to the Association and presented him with a bottle of whisky (Grant's of course).

Mr. Graham Parkes who had worked for the Centre for many years had been nominated as Chairman. The meeting accepted the nomination and Mr. Batchelor handed over the proceedings to Mr. Parkes.

Mr. Batchelor was then elected to take over the job of Treasurer.

Mrs. M. Legate who had been Secretary for the past year agreed to continue temporarily, but expressed the hope that help would be forthcoming with the minutes of the frequent meetings held throughout the year.

The new Chairman said that at the next Council Meeting to be held on 24th February 1988 he would ask for a volunteer to act as Vice-Chairman. Mr. Batchelor suggested he would like to see Mrs. Marylyn Grant join the Committee as Vice-Chairman. Mr. Grant said the approach must be made to her personally as he could not answer on her behalf and Mr. Parkes agreed to do this.

The date of the next AGM would be left until the next Council Meeting when the various Groups would be able to give their opinion as to a suitable date.

The Chairman then dealt with the question of members to serve on the Council which was the main governing body of the Association, which set rates and subscriptions. It was vitally important for the well-being of the Association that each Group nominated one of their numbers to attend the Council meetings. He asked the meeting if any ordinary members would be prepared to sit on the Council.

Ways and means of inducing attendance at the Council meetings was discussed and whether it would be appropriate even to penalise Groups which did not send a representative along. There were four meetings a year on a Wednesday evening. The Chairman pointed out that we should be using the term "General Committee" and not Council.

Mr. Wills had indicated his willingness to stand again as our Auditor and the meeting agreed his appointment.

7. DISCUSSION OF PROPOSED NEW BUILDING

The Chairman gave a presentation about the new Community Centre building and some possible designs. He stated that with only five years left before the existing building had to be replaced and with the Centre now on a financially sound footing, we now needed to be planning the layout of the new building. This was also necessary as we had to have a viable room layout plan before applying for grants towards the building costs from the Local Authorities. Applications for help in 1992/93 are required this year. He stated that we had three options :

- 1) To rebuild exactly on existing site
- 2) To rebuild partially on the site and partially on existing car park
- 3) To rebuild on a completely new site

Options 1 and 2 would require modular rebuilding in three or possibly four phases. This would allow the Centre to remain open while rebuilding was taking place.

Option 3 could be built in one phase, finances permitting, but as it would probably be part of a larger Local Authority complex it would require negotiations with them.

The Chairman then showed overhead projector slides depicting suggested layouts for the three options. He stressed that these layouts were only suggestions and not fixed in any way. He requested that representatives took copies of the plans back to their groups for discussion and then bring back their ideas with them to the next General Committee Meeting. Photostat copies were then made available.

8. ANY OTHER BUSINESS

A letter had been received from Mrs. Joan Breton questioning the validity under the Constitution of the Council setting membership rates for 1988. She felt the rules had been bent. However, the Chairman informed the meeting that two years ago under paragraph 4 of the Constitution, individual members and Affiliated Groups pay such terms as the General Committee set. The Constitution would be displayed in the Office and on the Notice Board.

The Executive Committee itself should consist of four Officers and three members from the Council.

It was announced that Sunday 6th March 1988 would be set as the day for the Spring Cleaning of the Centre and as many volunteers as possible were asked to attend.

A short discussion took place on the question of "Twinning" with a village or town in France and it was agreed that the matter would be raised again at some future date.

The meeting closed at 10.30 pm. with a vote of thanks from Mr. Stan Wade to the Committee for their efforts and the great progress which had been made during the past year.

FINAL BALANCES FOR THE YEAR ENDING 31st DECEMBER 1988

CASH AT BANK	Current Account		1369.46
	Deposit Account	1704.79	
	Interest	13.62	1718.41
INVESTMENT:NATIONAL SAVINGS BONDS			
	No 8005794/1	6088.92	
	Interest	420.98	6509.90
	No 8005794/2	5000.00	
	Interest	146.72	5146.72
INVESTMENT:NATIONAL SAVINGS		8500.00	
	Interest	128.21	8628.21
HALIFAX BUILDING SOCIETY			0.00
	Account closed 7th November 1988. The sum of £2703.36 was transferred to the Deposit Acc.		
PETTY CASH IN HAND			8.99
SOCIAL FLOAT			80.00
KITCHEN FLOAT			10.00
OFFICE FLOAT			20.00
			<u>23491.69</u>

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FINANCIAL STATEMENT FOR YEAR 1-1-1988 to 31-12-1988

GENERAL ACCOUNT

Receipts		Expenses	
Membership	797.30	Salaries	3287.00
Hall Rents	12952.68	Rent	1900.00
Kitchen	4484.52	Kitchen	2264.10
Disco	2826.10	Disco	1277.22
Building Fund	1472.20	Office	343.40
Photocopies	861.00	Photocopier	898.01
Bingo	355.76	Bingo	124.93
Jumble Sale	58.02	Gas	615.23
Raffle	16.52	Electricity	737.23
Sale of Books	88.99	Water	464.26
Telephone	17.51	Telephone	213.58
Picture Commission	9.35	Insurance	294.90
Sale of Furniture	10.00	Furniture/Equipment	376.72
Sundries	265.09	Cleaning Supplies	181.98
		Maintenance	1752.53
		Garden	55.75
		Publicity	9.70
		Social/Helpers' Party	214.41
		Fees	51.00
		Sundries	470.32
		Travelling Exp's	103.98
Opening Balance:		Closing Balance:	
Currant Account	1804.87	Currant Account	1369.46
Opening Balance:		Closing Balance:	
Petty Cash	23.58	Petty Cash	8.99
Transfer from Dep.		Bank Charges	96.27
Acc. to Cur. Acc.	1130.00	Refund	14.40
		Till Discrepancy	13.12
		Transfer to Halifax	
		Building Society	535.00
		Transfer to Savings	
		Bond	5000.00
		Transfer to National	
		Savings	4500.00
	<u>27173.49</u>		<u>27173.49</u>

The above reflects the books, vouchers and statements produced for inspection.

.....Auditor

Date.....