

POYNTON YOUTH & COMMUNITY CENTRE

**MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON 13 APRIL 2011 AT 7.30 PM AT
POYNTON YOUTH & COMMUNITY CENTRE**

PRESENT

There were 50 members present.

APOLOGIES

Apologies were received from 6 members.

MINUTES FROM THE LAST AGM AND MATTERS ARISING

There were no matters arising. The minutes were proposed by Anne Campbell and seconded by Sheila Fowler.

PRESENTATION OF ANNUAL REPORT

Presented by Stuart Paterson.

Stuart reported that the membership has been increased by over 100 members since February 2011.

The Centre has been pleased to welcome the U3A who have introduced various new groups since February 2011. Since Chris Claxton's resignation the Centre has only lost two groups, namely the luncheon club which Chris Claxton ran, and the line dancing group which found an alternative venue.

All other groups using the Centre have remained and have been very supportive of the new Committee, and grateful thanks were extended to all of them for their understanding and continued support.

The Committee is running the Centre on a voluntary basis and, along with very generous volunteers, have cleaned and tidied the building including the kitchen, bar, halls and office. Once again thanks were also extended to the volunteers for their input and continuing support.

The Committee has received very positive feedback from all users of the Centre with regard to how clean and welcoming the Centre is and this has been made possible with the dedication of volunteers and members.

For the rest of 2011 the Committee plan to implement a risk assessment for health and safety, finish the cleaning of the building and begin to advertise the activities and events that take place at the Centre.

We plan to strengthen links with Macclesfield College and hopefully will be able to welcome new classes to the Centre.

The pricing structure for hiring rooms in the Centre has been reviewed and new prices are in place.

The Committee plan to produce a newsletter for the members which will be issued either once every two months or quarterly.

It is planned to review the constitution of the Centre over the next few months and to propose any amendments or alterations to it at the next Annual General Meeting in October 2011.

Finally, in answer to a question asked of the Committee at the Extraordinary General Meeting on 4 March 2011, as to what qualifications they have in order to serve as Committee members, it has been calculated that between the Committee members they have over 100 years of business experience, in all aspects of the work industry, and have all attained professional qualifications in their chosen fields of work. The Committee felt that all these skills and experience combined mean that they can contribute effectively to the day to day running of the Centre.

This report was proposed by Nigel Clifford and seconded by Barbara Jackson.

TREASURER'S REPORT

Presented by Stuart Paterson.

Expenditure (Points to Note):

Purchases:	£4.5K
Support Staff Salary:	£7.9K
Managers:	£25K
Tel/Elec/Gas/Internet:	£8.2K
Others:	£13.9K
Total:	£59.5K

Revenue (Points to Note):

Bar:	£8.5K
Fees/Donations etc.:	£6K
Room Hire:	£23.8
Education:	£14.4K
Other:	£6.8K
Total:	£59.5K

Loss:	£11.1K
--------------	---------------

This report was proposed by Anne Campbell and seconded by Ruth Roberts.

PROJECTION TO SEPTEMBER 2011

This report was presented by Erick Oswald.

The expected operating deficit for the twelve months to September 2011 will be around £4,000 before charges for roof repairs, heating maintenance and tree work. This will absorb all remaining cash and we may need to defer some essential payments in to the 2012 Financial Year as we have no overdraft facility.

The Summer term has fewer classes and then in July and August there is effectively no education income.

Main income sources between now and September are dance and exercise.

PROJECTION TO 2012

The Centre will be very dependent on a few stable and consistent renters in 2012 and it is important that we widen this base to reduce the dependence on a single activity when the Centre's cash is so tight.

We hope to continue to welcome Macclesfield College and the U3A who hold a number of different activities and classes within the Centre which provide us with much needed revenue.

The finances are also dependent upon any grants that can be obtained and any donations that are made to the Centre.

The Centre needs grants of which there are a large number of possible opportunities that have not been followed up in recent years. The Committee is committed to this path. It is important also to remember that the people of Poynton own the Freehold of the Centre which is quite significant in value and this could be borrowed against, if appropriate.

PLAN FOR 2011

The present Committee is a "caretaking" Committee which will take the Centre through the Summer and start a new Financial Year in October 2011. During this time we need to update documentation of legal ownership, update the Constitution and bring all Charity Commission filings up to date. We need to close down the claims against the Centre being made by Chris Claxton and, with our lawyers, finalise any liability. Your Committee is committed to an October 2011 AGM to ensure that the membership is fully aware of all these issues and the effect on the Centre's ongoing operations.

Next AGM - October 2011

At this time we will look at the size and strength of the Committee, assess and debate new opportunities, discuss the impact of the legal position (Chris Claxton) and review other routes to finance, such as a loan. We will also review the 2011 deficit and the 2012 surplus.

Erick stressed that the final 2011 loss and the updated projection in to September 2012 would need to be reviewed very carefully and the future of the Centre reviewed in the light of this.

- 5 -

APPOINTMENT OF AUDITORS

The meeting considered an AOB resolution regarding “Review of Accounts as Opposed to Audit” submitted by Angela Oswald (full details of the resolution and motion detailed in Any Other Business), and the motion was passed to change the Constitution to allow an Independent Review instead of an Audit. Accordingly the Centre now needs to appoint an Examiner. The appointment will be brought to the October AGM for consideration.

ELECTIONS TO MANAGEMENT COMMITTEE

Chairman	Stuart Paterson	Proposed by Anne Campbell Seconded by Peter Harper
Treasurer	Erick Oswald	Proposed by Anne Campbell Seconded by Barbara Jackson
Secretary	Peter Welch	Proposed by Madeline Harper Seconded by Diana Frenz
Member	Carole Paterson	Proposed by Ruth Roberts Seconded by Peter Harper
Member	Angela Oswald	Proposed by David Howard Seconded by Ann Wheatcroft
Member	William Leigh	Proposed by David Howard Seconded by Ann Wheatcroft
Member	Elaine Murray	Proposed by David Howard Seconded by Ann Wheatcroft

The Committee members Susan Kitchen and Helen Adair did not stand for re-election to the Committee at this AGM.

ANY OTHER BUSINESS

RESOLUTION SUBMITTED BY ANGELA OSWALD

Regarding Review of Accounts as Opposed to Audit

The resolution reads:

“The Law governing charities was amended to relieve charities of the burden of a full audit. The Community Centre and its reviewing Accountant has relied on this for some years but the Constitution has not been changed. We are therefore technically in breach of the Constitution. A change to the Constitution requires a majority vote in an AGM by those present, as laid down by the Constitution.

The Motion

Paragraph 24 of the Constitution to be amended to read:

“At every Annual General Meeting competent professional Accountants, not being members of the Centre, shall be elected to act as Reviewing Accountant for the ensuing year. The Reviewing Accountant shall review the Accounts not less than twenty eight days before the Annual General Meeting. The Committee shall fill a vacancy occurring in the office of Reviewing Accountant. A copy of the Accounts shall be posted on notice boards and the Centre’s website.”

This motion was proposed by Erick Oswald and seconded by John Noel.

With regard to the roof repairs these will cost in the region of £2,000 to £2,500 and this cost would only cover a “patch up” job until enough money can be raised to re-roof the building completely. The trees overhanging the road need to be pruned and this will cost in the region of £350. A further £2,000 will be needed to treat the chestnut trees. Further, it is recognised that the electric system in the building needs re-wiring when funds are available to do this.

Membership will remain at £1 per year until the next Annual General Meeting when this will be reviewed.

Two awards were made to William Leigh and Nigel Clifford in recognition of their long service voluntary work in aid of the Centre.

A vote of thanks to the Committee was proposed by Anne Campbell which all members present seconded with a round of applause.

The meeting closed at 8.30 pm.