



Rossgate
Gadebridge
Hemel Hempstead
Herts. HP1 3LG

GADEBRIDGE YOUTH CLUB (Referred to as **The Annexe**)
Reg. Charity No. 302367

Tel: 01442 251002

Email: contact@gadebridge.com

GADEBRIDGE COMMUNITY ASSOCIATION

AGM Monday 9th October 2023 7:30pm/19:30hrs at the Community Centre, in Rossgate Room (adjacent to The Galley Hall upstairs).

AGENDA

- 1) Welcome by The Chairman**
- 2) Record attendees and apologies for absence on the attendance sheets**
- 3) Minutes of last year's AGM held on 28 September 2022
To Propose, Second and approve by show of hands.**
- 4) Chairman's report**
- 5) Treasurer's report (including accounts and re-electing Independent Examiner)**
- 6) Group reports (if any)**
- 7) Re-Election of Managing Trustees who are:**
 - Fiona Geraghty**
 - Sue Geraghty**
 - Lee Jevon**
 - Claire Patfield**
 - Roger M Taylor**
 - Dave Woodard**
 - Sue Woodard**

All the above offer themselves for re-election.

8) To select from the elected Trustees, a Chairman. If re-elected, Dave Woodard is willing to continue in office

Note: There are Holding Trustees appointed, solely to hold the leases from DBC on behalf of GCA, as an unincorporated body cannot hold property. They remain in place until a new deed is engrossed changing any of them. They by definition cannot be Managing Trustees but they are members and we benefit from their help and support.

9) To close the meeting



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GADEBRIDGE COMMUNITY ASSOCIATION

**AGM Wednesday 28 September 2022 7:30pm/19:30hrs at the
Community Centre, in The Galley Hall upstairs.**

MINUTES

- 1) The Chairman warmly welcomed all present, thanking them for their support. (The hirer of The Galley had cancelled which enabled us to use the larger room.).**
- 2) 11 attendees. All present had "signed in". Apologies were tendered and accepted from Lee Jevon and John Sandford. No response from Pearl Oguchi, recorded absent.**
- 3) The Minutes of last year's AGM held on 13 September 2021 were presented by The Chairman, Proposed by Roger Taylor, seconded by Claire Patfield and approved unanimously by those present at last year's meeting.**
- 4) The Chairman gave his report. Special mention was made to our Centre Manager Sean Allport, our Assistant Caretaker/Cleaner John Cornish and our IT Specialist John Sandford. Sean was present and gave thanks. A message will be emailed to "The Two Johns".**
- 5) Roger then gave his Treasurer's report and accounts, copies of which had been distributed prior to the meeting with further copies on the table. These were favourably received. Andrew Rickett picked up on the anticipated utility increases. From his business experience he felt that regular annual increases are more efficient than running**

a parallel system of two parts, one for hire costs and one for utility costs.

Keeping an eye on increase in consumables is more efficient. There followed a discussion on the way forward. Roger is already pursuing advice from our utility expert with regard to the contracts, all four of which expire during 2023, albeit at four different times. It was also suggested that we look at those charities in the area who may be able to help with charitable grants. The report and accounts were favourably received, together with the re-election of the Independent Examiner. Proposed by Susan Woodard, seconded by Sue Geraghty unanimously approved on all points.

6) Group reports (if any) None had been presented.

7) Re-Election of Managing Trustees who are:

Fiona Geraghty

Sue Geraghty

Lee Jevon

Pearl Oguchi (DBC Nominated)

Claire Patfield

Roger M Taylor

Dave Woodard

Sue Woodard

All the above offer themselves for re-election.

Proposed by Bruce Rolph. Seconded by Catherine Appleby

Approved unanimously

Note: During the accounting year to 31 March 2022, I Imarni requested resignation from GCA. As she was appointed by DBC they had to consider her request. Duly granted by Mark Brookes, Head of Legal Services at DBC. She was subsequently deleted from the GCA and GYC units together with the Charity Commission Registers.

8) To select from the elected Trustees, a chairman. Having been re-elected, Dave Woodard is willing to continue in office. Proposed by Susan Geraghty Seconded Claire Patfield.

Unanimously in favour. Declared for the ensuing year. The constitution dictates that all trustees retire and seek re-election annually.

Note: There are Holding Trustees appointed, solely to hold the leases from DBC on behalf of GCA, as an unincorporated body cannot hold property. They remain in place until a new deed is engrossed changing any of them. They by definition cannot be Managing Trustees. As members they have a right to vote and we benefit from their help and support.

9) AOB: There followed an open forum to discuss with each other the benefits of how matters have developed over the past three years and indeed, how we can look to the future.

10) The meeting closed at 08:50pm/20:50hrs. A walk around both settings were given to those who wanted to view the continuing improvements throughout all aspects of the facilities we provide.

Note: Next year's AGM will be advised in due course but will be around September/October 2023

**Confirmed.....Original signed by David Woodard Chairman
Date 9th October 2023 at AGM**



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GADEBRIDGE COMMUNITY ASSOCIATION

**AGM Wednesday 09 October 2023 7:30pm/19:30hrs at the
Community Centre, in The Galley Hall upstairs.**

MINUTES

- 1) The Chairman warmly welcomed all present, thanking them for their support.**
- 2) 10 attendees. All had "signed in" Apology from Andrew Rickett who is poorly.**
- 3) The Minutes of last year's AGM held on 28 September 2022 were presented by The Chairman, Proposed by Roger Taylor, seconded by Claire Patfield and approved unanimously by those present at last year's meeting.**
- 4) The Chairman gave his report. Special mention was made to our Centre Manager Sean Allport, our Assistant Caretaker/Cleaner John Cornish and our IT Specialist John Sandford. Sean was present and gave thanks on his own and the "Two John's".**
- 5) Roger then gave his Treasurer's report and accounts, copies of which had been distributed prior to the meeting with further copies on the table. There followed a discussion on the way forward. Roger has already pursued advice from our utility expert which has been accepted by The Trustees during the year. All four will expire during our financial year 2023/24, albeit at four different times. The report and accounts were favourably received, together with the re-election of the Independent Examiner. Proposed by Susan Woodard, seconded by Sue Geraghty unanimously approved on all points.**

6) Group reports (if any) None had been presented.

7) Re-Election of Managing Trustees who are:

Fiona Geraghty

Sue Geraghty

Lee Jevon

Claire Patfield

Roger M Taylor

Dave Woodard

Sue Woodard

All the above offer themselves for re-election.

Proposed by Bruce Rolph. Seconded by Catherine Appleby

Approved unanimously

8) To select from the elected Trustees, a chairman. Having been re-elected and willing to continue, Dave Woodard was Proposed by Susan Geraghty Seconded Claire Patfield.

Unanimously in favour. Declared for the ensuing year. (The constitution dictates that all trustees retire and seek re-election annually).

Note: There are Holding Trustees appointed, solely to hold the leases from DBC on behalf of GCA, as an unincorporated body cannot hold property. They remain in place until a new deed is engrossed changing any of them. They by definition cannot be Managing Trustees. As members they have a right to vote and we benefit from their help and support.

9) AOB: There followed an open forum to discuss with each other the benefits of how matters have developed over the past three years and indeed, how we can look to the future.

10) The meeting closed at 20:15hrs. A walk around both settings were given to those who wanted to view the continuing improvements throughout all aspects of the facilities we provide.

Note: Next year's AGM will be advised in due course but will be around September/October 2024.

Confirmed.....Date.....2024



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Tel: 01442 251002

Email: r.taylor.495@btinternet.com

Prepared by R M Taylor from the books,
papers and bank statements
and reconciled with the bank account

Roger M Taylor FCIB

Trustee/Treasurer

Roger M Taylor

Date: 18 08 2023

Examined by me from the computer
records maintained by the association
and reconciled with the bank statement

William Wyatt-Lowe

Independent Examiner

William Wyatt-Lowe

Date: 18 08 2023



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TREASURER'S REPORT – 21 July 2023

Year ended 31 March 2023

It is gratifying to report that we have had a very successful year with much prepared for implementation in the 2023/24 accounting year. I will outline each setting starting with Gadebridge Youth Club (referred to as The Annexe). Their respective Reg'd Charity number is show within the heading above.

Income has marginally covered expenditure but within that we started the improvements with expenditure of £950. The whole of the Peninsula costs have been borne by The Centre, bearing in mind that the accumulated bank balances will be heavily used to undertake replacing lighting with LED units and redecorating the gym. Equally, all staffing costs are covered by The Centre.

So far as The Centre is concerned, the income from hirers has seen a return to usages higher than pre COVID. Utilities have increased but we have been able - in part - to control this with the long serving support from our "Professional Utility Guru". This will run in to next years (2023-24) management. The refurbishing to be undertaken will also benefit from grants which are already in our possession, confirmed and/or implied.

Generally, the accrued grants already received are to support our policy of continually improving and caring for the benefit of the users. None of this could have been implemented without the support of the only full-time paid member, our Centre Manager and his part-time assistant.

We also have the unpaid Trustees who are regularly and positively supportive in the monthly management meetings. Our chairman is among them, continually searching for grants and, in accord with the constitution, we are all unpaid.

In my report last year, I had a number of cautions and concerns. So far, we seem to have them all under control and hopefully will enable them all to be implemented.

The cost of utilities still needs close attention. The changing of all lights to LED's means we will see great benefit, especially them having auto operate/close sensors.

As matters stand at 31 March 2023, we have seen a year without any Government Grants.

We continue to have a good rapport with DBC, our landlord and our Centre Manager continues to have a strong liaison with them. Equally, the chairman is exemplary in his efforts for the Association and inspirational to one and all.

With regard to the reserve policy, we are back on track with expenses of £68,000 for a full year of both settings. Equally we have a non-profit approach as dictated by our constitution. In-between I keep a critical eye on income and expenditure and manage the expenses closely. I would suggest this satisfies cautions and ambitions.

I can also confirm a NIL return under Reporting Serious Incidents, and under our Legal obligation that there are no other matters which should be brought to the attention of the Charity Commission.

And as always, I repeat and extend my grateful thanks to all who have contributed above and beyond the call of duty. I include in those thanks our Chairman of Trustees and fellow active trustees and supporters and, of course, our paid staff. Without them we would not be in the position we are. I also acknowledge the contribution from our independent examiner which is, as always, gratefully appreciated.

Thank you one and all



Roger M Taylor FCIB
Managing Trustee and Treasurer

Gadebridge Community Association - Gadebridge Community Centre

Income 2023

Accounts to 31 March 2023

Expenditure 2023

[illegible]

Notes
1) Full Treasurer's report accompanies these accounts.

22) Items referred to as Annexe relate to Gadebridge Youth Club which is operated by GCA but has its own Charity Commission return, 302367 with income under £10,000

Roger M Taylor - Hon Treas