



**Queenborough Town Community Centre Ltd
Annual General Meeting**

DATE: Tuesday, 22nd November 2022

VENUE: Castle Connections Community Centre

TIME: 7.00pm (19:00)

PRESENT: Mr Ray Butcher, Chairman
Mrs Karen Friday, Treasurer
Mrs Susan Bale, Trustee
Miss Debbie Bransgrove, Trustee
Mrs Justine Penman, Trustee
Mr Patrick Riley, Trustee

Mrs Betty Allsworth
Miss Caroline Howard, Member of the Public
Mrs Lizzie Lowrey-Crouch, Member of the Public

APOLOGIES: Mr Paul Murray, Trustee

1. Welcome & Opening Remarks

The current Chairman, Ray Butcher (RB), welcomed all of those who had come and then opened the meeting.

2. Election of Board & Offices

The Chairman, the Treasurer, and all the Trustees stood down from their positions. RB then asked for nominations and proposals for various positions. The results being as follows:

Chairman - Ray Butcher	Proposed by Susan Bale Seconded by Justine Penman All agreed
Treasurer - Karen Friday	Proposed by Ray Butcher Seconded by Debbie Bransgrove All agreed
Secretary - Debbie Bransgrove	Proposed by Karen Friday Seconded by Susan Bale

Minutes of Annual General Meeting
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All agreed

Vice-Chairman – Susan Bale

Proposed by Ray Butcher
Seconded by Patrick Riley
All agreed

Paul Murray was also re-appointed as a trustee.

3. Minutes of Previous Annual General Meeting held in 2021

The minutes of the Annual General Meeting for 2021 were proposed by KF, and seconded by JP. All agreed. The minutes were then signed by RB.

4. Ordinary Business & Report on the Activities of Castle Connections

The past year saw a number of events take place at the centre. Tracey Meaning stepped down from the Board of Trustees. During the time of Covic the centre had been closed down, this gave the Board a chance to re-organise, and then apply for grants giving the centre a lifeline. The grants had helped with replacing floorings, change to LED lights saving the centre some money, heating system has been updated, cooker replaced as well as fridges also being replaced, new alarm system and blinds installed in the café and the art room. The café and the art room have been decorated. All fire doors also replaced. Future plans include a unisex toilet upstairs.

A majority of the clubs have returned after Covic, along with some new clubs.

The centre has a good team of trustees and staff, along with volunteers supporting the centre.

5. Audited Financial Statement for the Year 1st April 2021 to 31st March 2022

RB read out the audited Financial Statement for the year 1st April 2021 to 31st March 2022.

6. Confirmation of Appointed Accountants to Queenborough Community Centre Ltd

Michael Roberts-Ashmeil was re-appointed, with a service of £600.00.

7. Questions & Answers from the Public

RB advised that there had been no questions submitted for this meeting via e-mail.

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The first question from the public to be asked was concerned with utility invoices, where upon RB advised that like other public and private sector businesses we were incurring higher costs due to the economy present in the United Kingdom, ie. Electricity, food, gas, and staff wages on minimum pay all being increased. The public was advised that Castle Connections would endeavour to keep costs down where possible.

The next question concerned the leasing on the property, the public was advised that on-going discussions with Queenborough Town Council were taking place.

8. Closing Remarks

The Chairman thanked everyone for attending the meeting, whereupon the meeting closed at 8.40pm (20:40).

Queenborough Town Community Centre Ltd
Railway Terrace, Wells Road, Queenborough, Isle of Sheppey, Kent, ME11 5AY
Tel: 01795-661277
E-Mail: info@castleconnections.co.uk
Company Number: 5171367
Charity Number: 1127490

Registered Number 05171367

QUEENBOROUGH TOWN COMMUNITY CENTRE LIMITED

Micro-entity Accounts

31 March 2022

Micro-entity Balance Sheet as at 31 March 2022

	<i>Notes</i>	<i>2022</i>	<i>2021</i>
		£	£
Fixed Assets		190,500	200,425
Current Assets		16,228	50,187
Creditors: amounts falling due within one year		0	0
Net current assets (liabilities)		<u>16,228</u>	<u>50,187</u>
Total assets less current liabilities		<u>206,728</u>	<u>250,612</u>
Total net assets (liabilities)		<u>206,728</u>	<u>250,612</u>
Reserves		<u>206,728</u>	<u>250,612</u>

- For the year ending 31 March 2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.
- The accounts have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board on 16 September 2022

And signed on their behalf by:
Karen Chambers, Director

Notes to the Micro-entity Accounts for the period ended 31 March 2022

1 Employees

	<i>2022</i>	<i>2021</i>
Average number of employees during the period	4	4

1/30/23, 8:16 AM

iCloud Mail

—Original Message—

From: michael Roberts <ashmel2004@outlook.com>

To: karen23chambers <karen23chambers@aol.com>

Sent: Wed, 12 Oct 2022 14:00

Subject: Re: Tax Return and Companies House

Good afternoon

Please find attached your Tax returns and accounts for Tax year 2021-22

as you requested.

Michael Roberts