



AGM of ROWLANDS CASTLE HERITAGE CENTRE

Thursday 25th November 2021 at 7.00 pm

Via Zoom

Trustees Present: Alan Eyers AE, Ania Shawcross AS, Alan Drinkwater AD, Rodney Duggua RD, Prue Amner PA, Annabelle Cameron AC.

In Attendance Treasurer - Lorraiane Morriarty
Management Group - Malcolm Smith, Charlie Shawcross CS, Gordon Charlesworth, Caroline Bird CB.

Apologies: Kevin Connell KC, Paul Griffiths PG, Graham Dale GD.

Item	Subject	Action
1	Welcome AE welcomed 4 residents to the AGM. Helen Penfold, Mark Seaman, Brian Tompkinson, Andrew Wyatt.	
2	Election of Officers AE took the chair. All officers agreed to stay in their posts - Vice Chair AS, Secretary PA, Treasurer LM.	
3	Treasurer's Financial Statement and Accounts The Treasurer's full report and examined accounts had been circulated before the meeting. LM presented the statement of accounts. The current bank balance is £2,721.76 with petty cash of £158.66. Income over the year was £277.47 with expenditure £733.45 leaving a loss of £455.98. Assets include the model railway and a computer. The Income & Expenditure Statement, the Treasurer's report and the Examiner's Statement were all approved. Martin Cornish, accountant, was thanked for examining the RCHC accounts and LM was thanked for her report. Martin Cornish was thanked for his services which he gave freely.	
4	Chair's Report including Management Group The Chair's full report had been circulated before the meeting. 2021 has proved to be as tricky as 2020 given all the necessary Covid restrictions. Luckily, there were sufficient funds from the reserves from previous years to comfortably cover costs. With this mind, we will be arranging some fund-raising events in 2022. The Management Working Group will be looking into this early in the New Year. Model Railway was displayed during the Village Fair in September. This proved to be a success as there was a constant stream of young and old alike throughout the day. Web Editor, Alan Drinkwater, set up a TV linked to a laptop to show the RCHC website and to discuss its content, and possible new items, with the visitors. Many thanks are given	

	<p>to all the volunteer helpers and for donations toward this event. Meanwhile there will be the annual lunch for the volunteers at The Castle Inn.</p> <p>Management Working Group has held a few meetings throughout the year using the Pavilion on the Recreation Ground for 'airy' face to face meetings which was a very useful venue. Next year the group will need to review the Business Plan to develop a focus for the way forward.</p> <p>Finally, AE reported that Alan Matthews, who only became a Trustee last year, sadly passed away after a short illness. Because of Covid restrictions the Trustees only ever talked to him via Zoom or email, which was a great shame. Our sincere condolences go out to his wife and family.</p>	
5	<p>Reports from the Working Groups:-</p> <ul style="list-style-type: none"> • Website Group report had been circulated prior to the meeting and was presented by AD the editor. He thanked GD and LM for their work on the website. The website had been relaunched in May 2021 with a more accessible home page based on a matrix of images to enable easier navigation. AD explained the new projects he hopes to follow up in the coming year including: census information; Covid effect on the village; a digital archive of assets. CB is keen to develop the availability of RCHC website information to school children. AD indicated that he plans to step down from the role as editor in the coming year. AE thanked the group for all their hard work and dedication on this project. He also thanked CB (newly joined the team) for her work on Facebook ensuring that this is regularly posted with RCHC information. • Audio Visual Presentation of Rowlands Castle had been sent to all to watch prior to the meeting by CS. GD has installed it on the RCHC secure area of YouTube. All were very impressed with the quality and content of this digital asset. It was agreed to make this available, prominently, on the RCHC website and in as many other places as possible to give wide visibility. AE thanked CS and the designers for all their hard work in providing a great addition to Heritage Centre. 	
	<p>Date of next meeting The next meeting of Trustees date tbc.</p>	
	<p>Meeting closed and was followed by an Open Forum There was good discussion during this session including :-</p> <ul style="list-style-type: none"> • Use of the railway station for a museum and why this is no longer viable. • RCHC working with and across other organisations. • Planning ahead for the display of the model railway at the next Village Fayre and other possible events. • Model Railway on Yesterday Channel 6th and 8th December at 9.00pm • CB requested more Facebook ideas. 	

SignedChairman

Date.....

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ROWLANDS CASTLE HERITAGE CENTRE. REG. CHARITY No: 1174495**

I report on the financial statements for the year to 30 September 2021

Respective responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act (the 2011 Act) and that an independent examination is needed.

It is my responsibility:

- To examine the accounts under section 145 of the 2011 Act
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

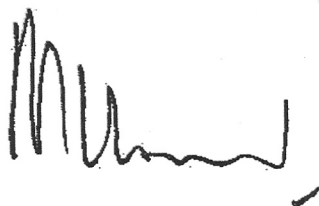
In connection with my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that in any material respect the requirements:
 - To keep accounting records in accordance with section 130 of the 2011 Act; and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Martin Cornish FFA



Dated: 24. 11. 2021

ROWLANDS CASTLE HERITAGE CENTRE: REG CHARITY No. 1174495

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR TO 30 SEPTEMBER 2021

INCOME:

Donations	88.66
EHDC Grant	143.81
Jumble Trail Stall	45.00
	<u>277.47</u>

EXPENDITURE:

Model Railway	28.00
Website	437.45
Hire of hall	50.00
Insurance	<u>218.00</u>
	733.45

Loss for the year

- 455.98

Capital:

Bank and cash balance brought forward	3,336.40
Loss for the year	<u>- 455.98</u>
	<u>2,880.42</u>

Represented by:

Barclays Bank balance 30/09/2021	2,721.76
Cash in hand	158.66
	<u>2,880.42</u>

Signed: Alan Eyers

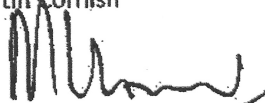


Chairman & Trustee

Date: 25-11-2021

Examined together with the books and vouchers of the organisation and found to be correct and in accordance therein.

Signed: Martin Cornish



Independent Examiner

Date: 24.11.2021