

Richmond Street Community Centre (Registered Charity Number 1179193)
Minutes from AGM 17/07/25 1900 hours

Agenda

1. Present

Alan Fish, Jeanne Marks, Ken Marks, Dominic Marks, Vimal Choksi, Lee Staniforth, Jane Rogers, David Howarth

2. Apologies

None.

3. Last minutes from 11th July 2024

All in order.

4. Matters Arising

None.

5. Chair's Report

We're a small charity but we have big ambition. I would like to extend my thanks to all members of the committee from the maintenance to the cleaning and keeping the centre going. It is a monumental effort and achievement for all involved. The centre is a valued part of the community and hosts numerous events, from birthdays to Place of Welcome, and is one of the most successful groups that I come into contact with. Dave's surgery brings much value to the centre, from footfall attending the centre itself but also the service to the committee

6. Treasurer's Report

Charities Committee has been accepted from last year.

Please see Appendix A - Copy of Signed Scrutineer's Report.

This last year has been successful overall. The summary of accounts was offered to the Chair to sign. (Appendix B – Copy of Signed Summary of Accounts.)

Richmond Street Community Centre (Registered Charity Number 1179193)
Minutes from AGM 17/07/25 1900 hours

Summary of accounts 01/04/2024 to 04/04/2025

Deposit Account

Balance at 01/04/2024	£7,629.14
Interest	£297.66
Transfer from Current Account	£7,500.00
Balance at 04/04/2025	£15,426.80

Current Account

Balance at 01/04/2024	£26,221.21
Income	£13,705.89
Outgoings#	-£20,008.14
Balance at 04/04/2025	£19,918.96

This includes £7,500 transfer to Deposit Account

Main Expenditure

Electric (including £1059.36 paid from grant##)	£2,933.67
Rent to TMBC	£750.00
Water	£342.23
Insurance	£828.72
Maintenance, including	£4,839.23
a. Air Heater in kitchen	£521.18
b. Water Heater	£1,675.89
c. Fire Escape Path	£1,974.00

Deposit Returns (Damage Deposit) £200.00

Main Income

Grant from Forever Manchester (Electric##)	£1,720.00
Grant fromward Councillors	£300.00
Rents and Donations	£10,095.85

Richmond Street Community Centre (Registered Charity Number 1179193)
Minutes from AGM 17/07/25 1900 hours

Summary of Activities 2024 – 2025 (Appendix C – Copy of Signed Treasurers Report.)

This past year has been very busy for the Centre and everybody involved. We have had five regular users of the centre throughout the year, Discocise (Monday evening), Place of Welcome (Thursday days), Councillor's surgery (fortnightly on Thursday morning), 12th Ashton Scout Group (Friday evenings) and the Good Shepherd Church (Sunday mornings). Since January 2025 we have been joined by Aju's prayer group (Sunday tea times).

We have also had plenty of other bookings from family groups for parties. We have also had bookings for meetings from sub-groups of TMBC, as well as electoral voting at the Centre. Johnny Johnson Housing, Sanctuary Housing and MIND have used the Centre for committee meetings.

From February 2024 to February 2025, we hosted, each Tuesday, the Criminal Payback team decorating the Centre, as well as other odd jobs that cropped up, including renewing the vermin guard at the back of the Centre and marking out the new fire-escape route.

We have had several major jobs completed at the Centre, these included the completion of the Fire-escape path at the rear of the Centre, new hot water heater fitted in the kitchen (to replace the tea-urns) and a new Air Heater fitted in the kitchen.

This year we plan to deep clean the floors throughout the Centre, fit a canopy over the front door and address the echo in the main hall.

I would like to thank the band of great volunteers, who come each week to keep the Centre clean and tidy. Without these few we would not be able to offer such a great Centre to our local community. We are consistently being complemented by Centre Users on how clean and welcoming it is.

The Centre has been able to fulfil its aim to make a local facility available to local residents to use for their activities and enjoyment.

To add,

Discocise has had to cut back the use of the centre.

12th Ashton are stopping due to lack of leaders and, despite the district's efforts, there has been no uptake.

Gift of £100 towards Irene Wood for cleaning and polishing the floor was supported by all present. This was done after numerous quotes were excessive.

7. Secretary's Report

Nothing to report.

Richmond Street Community Centre (Registered Charity Number 1179193)
Minutes from AGM 17/07/25 1900 hours

8. Nominations of Officers

- a. Chair - Vimal Choksi
- b. Secretary - Dominic Marks
- c. Treasurer - Ken Marks
- d. Members - Alan Fish, Jane Rogers, Lee Staniforth
- e. Other nominations – David Howarth was nominated and seconded as a member.

All agreed and seconded.

9. Trustee Eligibility Declaration

Please see Appendix D, all signed and agreed.

10. Any other business

Nothing raised.

11. Date of next meeting

Thursday 11th September 2025 at 19:00.

Richmond Street Community Centre (Registered Charity Number 1179193)
Minutes from AGM 17/07/25 1900 hours

Appendix A – Copy of Signed Scrutineer's Report

Scrutineer's Report to Richmond Street Community Centre Trustees.

I report on the accounts of the above for the year ending 6th April 2025.

Basis of Scrutineer's Statement:

In accordance with the directions given to me, I have scrutinised the records and the accounts set out.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me.

Name Tom Lowther

Signature 

Date 24/06/2025.

Richmond Street Community Centre (Registered Charity Number 1179193)
Minutes from AGM 17/07/25 1900 hours

Appendix B – Copy of Signed Summary of Accounts

Richmond Street Community Centre

Summary of accounts 01/04/2024 to 04/04/2025

Deposit Account

Balance at 01/04/2024	£7,629.14
Interest	£297.66
Transfer from Current Account	£7,500.00
Balance at 04/04/2025	£15,426.80

Current Account

Balance at 01/04/2024	£26,221.21
Income	£13,705.89
Outgoings#	-£20,008.14
Balance at 04/04/2025	£19,918.96


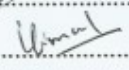

This includes £7,500 transfer to Deposit Account

Main Expenditure

Electric (including £1059.36 paid from grant##)	£2,933.67	
Rent to TMBC	£750.00	
Water	£342.23	
Insurance	£828.72	
Maintenance, including	£4,839.23	
a) Air Heater in kitchen	£521.18	b) Water Heater £1,675.89
b) Fire Escape Path	£1,974.00	
Deposit Returns (Damage Deposit)	£200.00	

Main Income

Grant from Forever Manchester (Electric##)	£1,720.00
Grant from ward Councillors	£300.00
Rents and Donations	£10,095.85

Signed	Tom Lowther	
Signed	Vimal Choksi	
Signed	Ken Marks	

Scrutineer	Date	24-6-25
Chair	Date	17/07/25
Treasurer	Date	17/07/25

Richmond Street Community Centre (Registered Charity Number 1179193)
Minutes from AGM 17/07/25 1900 hours

Appendix C – Copy of Signed Treasurers Report

Richmond Street Community Centre

Treasurer's report 2024 – 2025

See 'summary of accounts 01/04/2024 to 04/04/2025'

Summary of Activities 2024 – 2025

This past year has been very busy for the Centre and everybody involved. We have had five regular users of the centre throughout the year, Discocise (Monday evening), Place of Welcome (Thursday days), Councillor's surgery (fortnightly on Thursday morning), 12th Ashton Scout Group (Friday evenings) and the Good Shepherd Church (Sunday mornings). Since January 2025 we have been joined by Aju's prayer group (Sunday tea times).

We have also had plenty of other bookings from family groups for parties. We have also had bookings for meetings from sub-groups of TMBC, as well as electoral voting at the Centre. Johnny Johnson Housing, Sanctuary Housing and MIND have used the Centre for committee meetings.

From February 2024 to February 2025, we hosted, each Tuesday, the Criminal Payback team decorating the Centre, as well as other odd jobs that cropped up, including renewing the vermin guard at the back of the Centre and marking out the new fire-escape route.

We have had several major jobs completed at the Centre, these included the completion of the Fire-escape path at the rear of the Centre, new hot water heater fitted in the kitchen (to replace the tea-urns) and a new Air Heater fitted in the kitchen.

This year we plan to deep clean the floors throughout the Centre, fit a canopy over the front door and address the echo in the main hall.

I would like to thank the band of great volunteers, who come each week to keep the Centre clean and tidy. Without these few we would not be able to offer such a great Centre to our local community. We are consistently being complemented by Centre Users on how clean and welcoming it is.

The Centre has been able to fulfil its aim to make a local facility available to local residents to use for their activities and enjoyment.





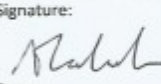

Ken Marks

Treasurer/Bookings Secretary.

Richmond Street Community Centre (Registered Charity Number 1179193)

Minutes from AGM 17/07/25 1900 hours

Appendix D – Signed Trustee Eligibility Declaration

Trustee 1		Trustee 2		Trustee 3		Trustee 4	
Name	VIMAL CHOKSI	Name	KEN MARKS	Name	ALAN FISH	Name	DOMINIC MARKS
Signature:		Signature:		Signature:		Signature:	
Date	17 07 2025	Date	17 07 2024	Date	17 07 2025	Date	17 07 2025

Working with vulnerable groups
Tick this box if your organisation works with vulnerable people (including children) and you declare that you have:

- Read and understood the Charity Commission's safeguarding guidance
- Carried out all trustee eligibility checks the law requires and on the basis of those checks are satisfied that the people acting as trustees are both eligible and suitable to act as trustees of this charity

☒

Corporate Trusteeship
Tick this box if your organisation has a corporate trustee (another organisation which acts as trustee such as a local authority) and its directors are making this declaration)

☐

Personal benefit
If your organisation pays (or will pay) any trustee for being a trustee OR any trustee or person connected to them for providing goods and services, you declare that this will:

- be in the organisation's best interests
- be lawful and authorised
- help the organisation carry out its purposes (or be a necessary by-product of it carrying out its purposes)

Trustee eligibility and responsibility
By completing and signing this form, you declare that you:

- are willing to act as a trustee of the organisation named above
- understand your organisation's purposes (objects) and rules set out in its governing document
- are not prevented from acting as a trustee because you:
 - have an unspent conviction for one or more of the offences listed here*
 - have an IVA, debt relief order and/or a bankruptcy order
 - have been removed as a trustee in England, Scotland or Wales (by the Charity Commission or Office of the Scottish Charity Regulator)
 - have been removed from being in the management or control of any body in Scotland (under relevant legislation)
 - have been disqualified by the Charity Commission
 - are a disqualified company director
 - are a designated person for the purposes of anti-terrorism legislation
 - are on the sex offenders register
 - have been found in contempt of court for making (or causing to be made) a false statement
 - have been found guilty of disobedience to an order or direction of the Charity Commission

You also declare that:

- the information you provide to the Charity Commission is true, complete and correct
- you understand that it's an offence under section 60(1)(b) of the Charities Act 2011 to knowingly or recklessly provide false or misleading information
- your organisation's funds are held (or will be held) in its name in a bank or building society account in England or Wales
- you will comply with your responsibilities as trustees - these are set out in the Charity Commission guidance 'The essential trustee (CC3)'
- (if applicable) the primary address and residency details you provide in a charity registration application are correct and you will notify the Charity Commission if they change

* https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/820804/Disqualification_Reasons_Table_v2.odt