

# HAWKHURST COMMUNITY TRUST 2018

England & Wales · Charity number 1180085

## Details

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Other names	Friends of Hawkhurst
Status	Registered
Legal form	CIO
Registered	2018-09-26
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE, FOR THE BENEFIT OF THE RESIDENTS OF THE PARISH OF HAWKHURST AND SURROUNDING AREAS, TO ADVANCE SUCH EXCLUSIVELY CHARITABLE PURPOSES AS THE TRUSTEES FROM TIME TO TIME SEE FIT, IN PARTICULAR BUT NOT LIMITED TO PROVIDING FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND OTHER LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THEIR CONDITIONS OF LIFE (AND INCLUDING IN PARTICULAR FACILITIES FOR PROVIDING OUTDOOR AND INDOOR SPORT, EDUCATION, DRAMA AND SKILLS TRAINING AND SERVICES FOR YOUNG, ELDERLY AND DISABLED PEOPLE AS THE TRUSTEES FROM TIME TO TIME SEE FIT).

**Activities:** For the benefit of the residents of Hawkhurst, to advance such exclusively charitable purposes as the trustees from time to time see fit, in particular providing facilities in the interests of social welfare for recreation and other leisure time occupation, including facilities for outdoor and indoor sport, education, drama and skills training and services for young, elderly and disabled people.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Recreation
- **Who:** Other Defined Groups

## Geography

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- Kent

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-09-30	£11,593	£9,272	-	-
2023-09-30	£10,749	£7,538	-	-
2022-09-30	£8,837	£6,668	-	-
2021-09-30	£5,295	£3,600	-	-
2020-09-30	£4,543	£1,909	-	-

## Trustees

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Name	Role	Appointed
<b>ANITA STEVENS</b>	Chair	2022-11-14
Eddie Richard Coombs		2021-11-04
Harvey Cobbold		2021-11-04
Jacqueline Mary Schalburg		2021-11-04
Janet Clark		2021-11-04
Jocelyn Naduald Brushfield		2021-11-04
Tina Cobbold		2021-11-04

**HAWKHURST COMMUNITY TRUST 2018**

England & Wales - Charity number 1180085

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# Accounts

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## **Friends of Hawkhurst**

Charity no: 1180085 (Hawkhurst Community Trust 2018)

### **Annual General Meeting, November 2024**

#### **Chairs Report**

Good evening everyone, how quickly it feels the year has gone.

#### **NEW name and identity**

I'm Anita, Chair and Trustee of the Friends of Hawkhurst and I'll be taking us through our annual report. This time last year you will have known us as Hawkhurst Community Trust 2018, roll on a year and we have in the last couple of months rebranded as the Friends of Hawkhurst. We're really pleased to have made this move, and I'd like to give my thanks to all our Trustees in the work that has been undertaken to arrive at this place. Particularly to Jacqueline, leading the work to create a new brand identity and to Joss in creating a new website. This work enables us to open up new ways to achieve our charities purpose as a community connector as a way to improve the lives and wellbeing of our residents.

#### **Goals for 24**

At last years AGM, we set out our goals for 2024. They were to:

- Run our established programme
- Deliver and event or project for senior residents
- Support Hawkhurst Community Fridge volunteer team
- Explore ideas for improving our village environment
- Expand our volunteer team, creating more diverse opportunities to join in
- Grow our community connections – do more good work together

#### **Run the established programme**

Our programme has become an established part of the village calendar, with something for each season: An Easter trail in partnership with Tesco's, a village run 5/10k with Highgate Hawkhurst WI and Nicework (along with a whole range of partners contributing to funds from prizes to first aid); a village Playday in August, Makers @TheMoor, arts and crafts event as Autumn arrives and then pop up childrens activity as part of Happy Christmas Hawkhurst. All these events this year exceeded numbers, reach and we received positive feedback across them all. This year we added in a new event for seniors as we felt we could do more for this audience. We planned and prepared an afternoon tea, and just a few weeks ago, the team delivered a wonderful afternoon hosted at Bowles Lodge.

We built in learnings from previous years to this years programme and we will continue to evolve and fine tune in 2025. Lots of preparation and thinking goes into delivering these events, developing our skills as a volunteer team, with thanks to Janet who has honed our activities for families and we now feel confident in this space. They provide a range of opportunities to connect as part of the experience and we're starting to develop more flexible volunteering opportunities and so ways to actively contribute to Hawkhurst village life.

## **Community Fridge**

We are the umbrella charity for Hawkhurst Community Fridge and with a possible move on the horizon for the fridge we knew that we would need to focus more time above the day to day running. I'd like to give my thanks to Stephanie, fridge project coordinator and to Joss playing a linking trustee role in all their efforts in continuing to navigate activity to secure the next step for the fridge. At the moment of reporting here, we are yet to confirm a permanent new home for the community fridge. We have explored many options and we have received positive replies from Kent County Council with respect to a new location, but this will take time. We continue correspondence with Hawkhurst Community Hospital League of Friends, with work starting on the Green Shop in about 4 weeks time we are hoping to remain operating in some shape or form although in a temporary set up. The bigger positive news story is two fold – the team of volunteers remains stable, and they work hard as a team in reducing food waste. Our figures show how well we continue to do, and we should be immensely proud of what this wonderful team achieve every day. In 2025, we will continue to work to keep operations going as much as we can, support our volunteers in making this change and to refresh the presentation of the fridge.

We have been looking to expand ways we can play our part in improving our village environment, we've continued the partnership with Hawkhurst in Bloom through funding planters at the KGV where we mostly hold our events, and thanks goes to Tina for picking up the baton this year for this. We have more ideas we'd like to explore and hope to do more in the next couple of years.

## **Growing our volunteer team**

We have this year taken steps to grow our volunteer team. We held a drop in welcome session earlier in the year, a social evening for the fridge team and we have started to bring new volunteers on board across our activities. Our marshals for the race was our biggest group yet. We will need to continue to expand our volunteer team and to find ways to provide flexible volunteering opportunities. We also said goodbye to David, who stepped down as a Trustee as a house move meant continuing wasn't possible. I'd like to note the contribution that David made to the work of the Trust. Our volunteers do a huge amount in the goal of making Hawkhurst a better place to live, and I'd like to thank them all, as they do this alongside work, family life and often other volunteering too.

## **Working in partnership**

We have been growing our community connections in two ways. With each event or project, expanding who we work with, how we work with them and creating a great experience in doing so. Whilst all our Trustees and network of volunteers do this well, I must give thanks to Eddie in particular for his abilities to secure sponsors, partners and a whole range of products...it's more than keeping our costs down, it has brought funds in to be able to deliver more than we could on our own. Eddie's relationship building skills has meant that we are Waitrose's go to for community grant giving.

## **Being a community connector**

The second way we have done this is via our seasonal newsletter, we've been developing this over the last 2 years, expanding the type of articles. With David leaving, we now have a new editor, Gunda, who will develop this into a new format – Hawkhurst life. As Friends of Hawkhurst this not only provides further ways to volunteer and also to connect, it also means that we can use it expand all the range of things you can get involved in, and be inspired by whoever you are. We look forward to how this will shape up in 2025.

To conclude this chairs report, we must also note the work that goes on behind the scenes. Jacqueline keeps an eye on the email inbox, Tina and Harvey pull together risk assessments and guide on event set up and establishing marketing presence is a team effort. As a new volunteer, Susan has joined us and too.

Thank you all.

I hope this report gives a flavour of the work we have been doing and the impact we have made as a charity.

## **Formal elements**

We now have 2 formal elements of the AGM to proceed with:

Our treasurers report

Nominations of Trustees.

- All are re-elected – all names of Trustees were called out.
- Susan Terrell as a new Trustee – nominated



**Hawkhurst Community Trust 2018      Accounts 2023 - 24**

(Financial year 1st Oct 23 to 30th Sept 24)

Starting Balance	£11,003.28		
Total Income	£11,592.83		
Total Expenditure	-£9,271.54		
Final Balance	£13,324.57		
Annual Surplus	£2,321.29		
Major Events	Income	Expenditure	Difference
Easter Hunt	£30.53	-£31.70	-£1.17
Hawkhurst 5k/10k Run	£8,461.27 *	-£5,843.24	£2,618.03
* Includes support from local businesses and HCHLoF, totalling £2,450			
Play Day	£0.00	-£822.58	-£822.58
Makers @ the Moor	£1,748.82	-£1,181.31	£567.51
Donations and Fund Raising	£1,253.91	£0.00	£1,253.91
	£11,494.53	-£7,878.83	£3,615.70
General Income and Expenditure		-£1,294.41	
of which major costs:			
Printing of Quarterly Newsletters		-£337.10	
Insurance		-£159.04	
Volunteer events and AGM		-£159.75	
Christmas Hampers for Villagers		-£192.65	
Internet Domain and Logo Costs		-£238.40	

**Community Fridge Accounts**

Starting Balance	£3,366.08
Total Income	£508.20
Total Expenditure	-£55.20
Final Balance	£3,819.08
Annual Surplus	£453.00

Income came from donations and fund raising, the most significant being £375 from Groundwork UK. In addition there was a donation in kind from HCHLoF to cover the cost of the electricity.

Expenses were minor and covered items including cleaning materials.

**HAWKHURST COMMUNITY TRUST 2018**

England & Wales - Charity number 1180085

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# Accounts

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**Hawkhurst Community Trust 2018**  
**Charity Number: 1180085**  
**AGM Annual Report and presentation 16<sup>TH</sup> NOVEMBER 2023**

**The following presentation script provides a summary on our work for November 2022 to November 2023.**

**An additional document to report on income and spending is available and is submitted to the Charity Commission.**

Slide	Text
1 - 2	<p>Welcome to Hawkhurst Community Trust (2018) Annual General Meeting. Let me first introduce myself, I'm Anita Stevens and I've been chair of the Trust for a year now, I'll be taking us through tonight's AGM which will include: A short presentation on the work of HCT over the past year, treasurers report, nomination of Trustees and a look ahead to 2024.</p> <p>Firstly David, please can I check for any 'apologies'. (No apologies made)            Secondly, please can I check that you have all read the minutes from the AGM for 2022? Are there any comments? (No comments were made)            Thank you all, I can sign them then as approved.  <b>Decision:</b> AGM minutes approved for 2022.</p>
3	<p>The Hawkhurst Community Trust 2018 (HCT 2018) was set up as an independent charity to improve community facilities in Hawkhurst.            HCT 2018 is focused on bringing our community together.</p> <p>You will see our mission statement here, let's have a look at how we achieved this in 2023.</p> <p>Mission statement: <b>Bringing together the Hawkhurst community with events and projects to help make Hawkhurst a great place to live</b></p>
4	<p>At the beginning of the year we set out 3 goals to work towards.            They were to:</p> <ul style="list-style-type: none"> <li>• Keep steady by running our existing programme</li> <li>• Focus on branding and publicity</li> <li>• Re-position ourselves as a community connector</li> </ul>
5	<ul style="list-style-type: none"> <li>• We remain a small band of Trustees (8 Trustees, we have room for 4 more).</li> <li>• We all live in the village and are all volunteers.</li> <li>• We've worked together for some years now and meet regularly to plan and develop activity to bring added value to living in Hawkhurst.</li> <li>• We are also supported by a small pool of brilliant volunteers (Ruth, Susie, Gavin, Bridget, Sally, Isobel) who help out at events.</li> <li>• At the 5k/10k race we were well supported by many people who volunteered as marshalls.</li> </ul>

6	<p>You can see how the year looked here. We always have a range of free take part events for children and families, and to do this we seek community grants, and sponsorship from local businesses. Our biggest events continues to be the Hawkhurst 10k and 5 k run and here we work closely with Nicework as well as other local organisations.</p> <p>X4 Newsletters: free publication to update on HCT2018 activity, village wide circulation. Raise awareness of local charities and organisations some of whom we partner with. A summary of local contacts.</p> <p>Participated in x2 local community events: St Lawrence Flower Festival and Village fete.</p> <p>Led x 5 community wide events: Easter trail, Hawkhurst 5k and 10k, Playday, Makers at the Moor</p> <p>Supported activity for Hawkhurst in Bloom</p>
7	<p>We're hugely pleased to have connected with so many people this year. We know that we can achieve our goals by working in partnership with others, and this has strengthened further in 2023 and we have worked with 21 local organisations and businesses.</p>
8	<p>So now for a little tour through the year. Our first event was the popular, Easter Eggbox scavenger hunt.</p> <p>With dry weather in our favour, this was our best year yet – 127 participants. Now in our 4<sup>th</sup> year, this free to enter activity, supported by Tesco's, has become an established part of the village calendar.</p>
9 – 10	<p>In June, we held the 5k and 10k race, this we do in partnership with Nicework, an established running events company, Rachel Fagg and Highgate Hawkhurst WI.</p> <p>This is a major partnership event for us, and it takes a lot of planning and organising from all sides, in fact we've already set a date for 2024!</p> <p>In its third year, this event also benefited from being known. We met our target of 300 runners. And 40 youngsters taking part in the free childrens race.</p> <p>We had great support for the warm up, medals, trophies, advertising from local businesses and were thankful for League of Friends, sponsoring our first aid as it was one of the hottest days of the year.</p> <p>Funding comes from a sponsorship package for local sponsors and recruiting a team of volunteers for this event specifically.</p>
11	<p>In August, we joined in with Playday, a national day to celebrate and create opportunities of the importance of play for children.</p> <p>This was our 4<sup>th</sup> year of leading this event, and we always work in partnership with local children's services providers, as well as developing activities ourselves.</p>

	<p>It's important that this event is inclusive and to that end, it remains free, including free refreshments. We were supported by a donation from Waitrose to fund a storyteller, and league of Friends for first aid support.</p> <p>Whilst we normally hold this event outside, a large storm meant we had to re plan. With the help of Hands of Hope community garden we were able to host it there and despite rain all day, we had over 200 children and families playing that afternoon. We'd like to note our thanks to all our partners on that day who were resourceful and flexible in changing plans at the last minute, everyone put children first that day, and as you can see here they had a great afternoon!</p>
12	<p>Our final big event and held on one of the hottest days in the year. This annual event is in it's forth year and we had a strong turnout of 40 local makers, artists and crafts people. This event provides a relatively low cost platform for local makers, as well as an opportunity to meet up, connect and access diverse products. Our volunteer team run a tea and cake stall which enables us to raise funds as well as a chance to connect with residents and visitors.</p>
13	<p>Alongside the events where we lead the activity, we have also been working to foster links and encourage community connections. We do this by producing a quarterly newsletter, locally distributed and by taking part in community wide events and projects, in 2022/23 this was with the Flower festival, the village fete and Hawkhurst in Bloom.</p>

14-15	<p>Hawkhurst community Fridge, falls under our umbrella as a charity, although it runs independently with its own team of volunteers. Earlier this year it's founder, Ellen Neville stepped back from actively leading the fridge activity. The brilliant volunteer team have kept everything going and the fridge makes an impact in focusing on reducing food waste from local businesses and to</p> <p>The volunteer pool remains steady, and an environmental assessment has been completed and passed. The fridge is located in front of the Green Shop, with electricity for the fridge provided by the League of Friends. I'd like to express my thanks to the volunteer team for the difference they make both to reducing food waste and whilst it is not a food bank, we do know it provides a helping hand to residents throughout the year.</p>
16-17	<p>In summary then, how have we faired against our goals and our charitable purpose in 2023? Let's have a look. Well we continue to get good feedback, especially shared on social media and in achieving our goals we can summarise the following:</p>

	<p><b>We've maintained our programme</b> And turnout was higher across all events in 2023 despite the challenges with the weather.</p> <p><b>We're raising our profile</b> 4 Newsletters, regular social media and coverage in Tunbridge Wells e-news</p> <p><b>Our income has grown</b> We can then make even more positive contributions to projects and events for 2024</p> <p><b>We've expanded our remit</b> Taking the community fridge on has stretched us this year, and we will be looking at how best to support this in 2024</p> <p><b>We're creating positive wellbeing in the community and good connections</b> We continue to hear really great feedback about the difference we make to individuals and to other organisations.</p> <p><b>We've worked with more partners this year</b> and are seen to be a good connector to work with.</p> <p><b>Our team is the same</b> Growing our volunteer and trustee group will be a focus for 2024</p>
18 - 20	<p>Looking forwards to 2024, we plan to continue our programme of events and will focus on growing our volunteer numbers and working in partnership with local organisations to achieve more together to contribute to the lives of Hawkhurst residents.</p> <p>Earlier this year we agreed as a group of Trustees that the name 'Hawkhurst Community Trust 2018', was a little too clunky and perhaps not really said who we were. So we asked all our volunteers to suggest a name, and we agreed on Friends of Hawkhurst unanimously. In 2024 we will start to move across to using this name.</p>
	<p>That concludes the chairs report. A huge personal thank you from me to all our Trustees and volunteers and that partners we have worked with in 2023, we have only achieved what we have because of the energy and commitment you put in to make Hawkhurst a better place to live.</p>
20	<p>And now we have 2 more formal parts of our AGM to complete. I first hand to Harvey Cobald, our Treasurer for a summary of our accounts (see spend and income report).</p> <p>I now invite David to conclude the proceedings with our nominations for Trustees.</p>
	<p>To bring us to a close, I'd like to check if there any questions from the floor. (no questions were raised)</p>
21	<p>Thank you for coming along this evening, and we hope you will join us for tea or coffee now.</p>

## Hawkhurst Community Trust 2018

( Financial year 1st Oct 22 to 30th Sept 23)

## Accounts 2022 - 23

Starting Balance	£7,792.78		
Total Income	£10,748.54		
Total Expenditure	-£7,538.04		
Final Balance	£11,003.28		
Annual Surplus	£3,210.50		
Events Income and Expenditure	Income	Expenditure	Total
Easter Hunt	£63.80	-£124.50	-£60.70
Hawkhurst Fete Childrens Marquee	£12.55	-£54.46	-£41.91
Hawkhurst 5k/10k Run	£6,620.54 *	-£4,884.46	£1,736.08
* Includes support from local businesses and LoF totalling £2,200			
Play Day	£61.26	-£845.96	-£784.70
Makers @ the Moor	£1,596.43	-£382.37	£1,214.06
Donations and Collections	£2,382.16	£0.00	£2,382.16
	£10,736.74	-£6,291.75	£4,444.99
General Income and Expenditure	£266.54	-£1,246.29	-£979.75
of which major costs are:			
Hawkhurst In Bloom		-£216.50	
Website and domain expense		-£177.60	
Printing of Newsletter		-£139.88	
Insurance		-£159.04	

## Community Fridge Accounts

Starting Balance	£3,599.52
Total Income	£494.04
Total Expenditure	-£233.44
Final Balance	£3,860.12
Annual Surplus	£260.60

Income comes from donations, the most significant being from Groundwork UK, plus a donation in kind to cover the cost of the electricity for the fridge from HCH League of Friends  
The most significant expense being for operating costs, equipment, training and publicity.

**HAWKHURST COMMUNITY TRUST 2018**

England & Wales - Charity number 1180085

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# Accounts

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**Hawkhurst Community Trust 2018**  
**Minutes of Annual General Meeting held on 14th November 2022**

**Trustees Present**

Joss Brushfield, Harvey Cobbold, Tina Cobbold, Eddie Coombs, Janet Coombs, Ruth McChesney (Chair), Jacqueline Schalburg, Sally Thomson and David Veale

**Residents Present**

David Lloyd Owen, Carol Miles, Beverley Palmer, Lisa Ridley, Anita Stevens and Bridget Thomas

**1. Welcome**

Ruth McChesney, Chair of Hawkhurst Community Trust (HCT 2018), welcomed everyone to the AGM. She explained that the meeting would cover the Trust's activities over the past twelve months, the annual accounts and the election of Trustees. A short audio-visual presentation of the Trust's work would then be shown. She invited those attending to join trustees at the end of the meeting for coffee and a chat.

**2. Apologies for absence**

Clare Escombe, Ellen Neville and Marie Thomas

**3. Minutes of the previous meeting**

The Minutes of the previous Annual General Meeting held virtually on 4<sup>th</sup> November 2021 were approved.

**4. Presentation of the Annual Report 2020/2021 – Ruth McChesney**

“As Chair, I am honoured to work with the great team who are the Trustees of HCT 2018. The Trustees have formed a strong bond over the years: they look out for each other, come up with great ideas for what we can do next, and generously give of their experience, their knowledge and their time to help make Hawkhurst a better place to live in. I give my thanks to: David Veale (our Vice-Chair and Secretary); Harvey Cobbold (our Treasurer); Sally Thomson, Jacqueline Schalburg, Joss Brushfield, Janet Coombs, Eddie Coombs and Tina Cobbold.

Some of our Trustees have full time or part time jobs and family responsibilities in addition to other charitable work and everyone has faced difficult times over the past year. Despite these challenges, each Trustee has contributed wholeheartedly to the work of the Trust. Over the year we have also benefitted from the support of some great local volunteers who have helped out at events.

The mission statement of HCT 2018 is *“Bringing together the Hawkhurst community with events and projects to help make Hawkhurst a great place to live”*. To that end, over the past year we have organised or participated in six community events, some on quite a large scale. We have refreshed our website and issued quarterly newsletters to keep the Hawkhurst community up to date with things. The wonderful Community Fridge, which sits under the umbrella of the Trust, continues to make a real difference to people in Hawkhurst.

We aim to have some free events for local children. In order to afford these, we also organise some events that aim to raise money. We also seek community grants from Hawkhurst Parish Council, who are most supportive, and approach potential sponsors.

## **Hawkhurst Community Trust 2018 Minutes of Annual General Meeting held on 14th November 2022**

Our biggest event is the Hawkhurst 10k and 5k Run and here we work closely with other local organisations.

Our first event of 2021/2022 was the ever-popular Christmas craft event for local children, where we provide the materials and children make Christmas decorations to take home. We were very fortunate to have the support of Kino Hawkhurst who allowed us to use their outside terrace as a venue on the Happy Christmas Hawkhurst evening.

In April we again held a popular event for children, the Easter eggbox scavenger hunt. Tesco very kindly donated lots of delicious chocolate eggs that children could claim as prizes once they had tracked down the items in the nature scavenger hunt.

The entire nation celebrated the late Queen's Diamond Jubilee in early June, and Hawkhurst joined in with a wonderful Jubilee Fete on the KGV playing field. At our stall we welcomed little ones to make their own magnificent crowns, dress up in regal attire and be queens and kings for a day.

Late June saw a very active day in the village, our second 10k and 5k Run. This is a major event that takes many planning meetings to organise. The race was a partnership and collaboration between the Hawkhurst Highgate WI, Hawkhurst Parish Council, ourselves and our professional race partners Nice Work. Also key to our financial success was achieving significant sponsorship. The event was a great success and hopefully will remain a fixture on the local race calendar.

In early August we again organised the Hawkhurst Playday for local children. Playday is a national celebration of children's right to play, and a campaign that highlights the importance of play in children's lives. We had a large sandpit for tinies (thanks to Travis Perkins), a wonderful storyteller, keenly fought sack races, a dressing up tent, a cycle and bike track and lots of traditional games for everyone. Free squash, tea and biscuits were served throughout the hot afternoon.

The grand finale of the year's events was our third craft fair "Makers @ The Moor" on 10<sup>th</sup> September. This time we welcomed about 50 stallholders on to the Moor. Additionally, the Trust runs a refreshments stall, selling homemade baking, tea and coffee. Our stallholders are all so passionate about their wares, whether they are bakers, potters, poets, jam makers, jewellers or wood turners.

Throughout the year we've produced regular newsletters to keep local people up to date with what's on and to showcase what we've been doing for the village. By getting local businesses to pay for advertising in our newsletters we've been able to keep costs to an absolute minimum. We've kept our website refreshed and regularly updated and also posted on our Facebook page.

Over the past year one of our Trustees, Jacqueline Schalburg, has provided experienced input to the Parish Council regarding the communications aspects of the planned new Community Centre which received planning approval in July 2022.

## **Hawkhurst Community Trust 2018 Minutes of Annual General Meeting held on 14th November 2022**

I'm very pleased to report that the Hawkhurst Community Fridge, which falls under the umbrella of HCT 2018, is now in its third successful year of operation. A key aim of the fridge is to reduce waste through redistributing food. Ellen Neville and her team of wonderful volunteers work tirelessly with a range of local suppliers to keep the fridge stocked with all kinds of produce, often seasonal.

We are able to provide some financial support to the fridge where needed. They have also been successful in attracting grants and sponsorship from various organisations, including the Parish Council, Tesco and Waitrose, to enable them to continue their excellent work that benefits the whole community. They also receive the generous support of the Hawkhurst Community Hospital League of Friends, who pay for the electricity for the fridge.

Looking to the future, the Trust will continue with its popular programme of local events. It will also continue to review how it can contribute to the lives of Hawkhurst residents."

### **5. Treasurer's Report for the year October 2021 to September 2022**

Harvey Cobbold (HCT 2018 Treasurer) gave a summary of the annual accounts for the financial year 1<sup>st</sup> October 2021 to 30<sup>th</sup> September 2022. A summary of the accounts is set out at the end of these minutes and can also be found on the Trust's website. Key points were:

- The main costs through the year were Easter Egg Hunt (£70), Platinum Jubilee Dressing Up (£163) and Play Day (£572).
- £271 was invested in catering equipment for events.
- The 5k/10k race had a surplus of £2,579, mainly through sponsorship.
- Makers@The Moor made a profit of £725 mainly through selling refreshments in the tea tent and a pitch charge for stall holders.
- The Community Fridge accounts were held separately, but the Community Fridge itself comes under the umbrella of HCT 2018. It should be noted that the League of Friends at the Green Shop contribute approximately £800 a year to Community Fridge electricity costs.

### **6. Slideshow of the Trust's Activities during 2021/2022**

RM went through a presentation illustrating the points covered in the annual report. A copy of the slide show can be found on HCT 2018's website.

### **7. Election of Elected Trustees**

There are two kinds of Trustees in the Trust, a) Nominated (who serve for 3-year terms) and b) Elected (who serve for 1-year terms). Jacqueline Schalburg, formerly an elected trustee, had been confirmed as a nominated trustee. Harvey Cobbold had also decided to serve as a nominated trustee.

Two people were standing to be an elected trustee. Firstly, David Veale, having recently been appointed as a Hawkhurst parish councillor, could no longer be a nominated trustee. Secondly, Anita Stevens, who took a break from being an elected trustee the previous year (but who had been a keen volunteer at events during the year), wished to rejoin as an elected trustee.

**Hawkhurst Community Trust 2018**  
**Minutes of Annual General Meeting held on 14th November 2022**

The names, proposers and seconders of these two Trustees were as follows:

<b>Trustee</b>	<b>Proposer</b>	<b>Secunder</b>
Anita Stevens	Andrew Lusted	Isobel Goodwin
David Veale	Gavin Steele	Janet Coombs

Those present approved these names unanimously and consequently Anita and David were elected as Trustees.

RM reported that Sally Thomson was standing down from the Trust after several years as a Trustee: RM thanked her on behalf of all the Trustees for her contribution to the work of the Trust.

RM said that she too would be standing down as a Trustee after the AGM, having been involved with the Trust since its earliest days, around six years before. She was very proud of what had been achieved over the past few years and truly believed that the Trust did make Hawkhurst a better place to live in.

#### **8. Closing remarks**

There were no questions from residents.

RM thanked those attending and said that concluded the 2022 AGM of HCT 2018.

Ruth McChesney was presented with flowers and thanked for all the hard work and contributions she had made to HCT 2018 over the years. She had helped to nurture a small charity into what it had become today, and she should rightly be proud of her achievement and leaves a great legacy for the future.

**Hawkhurst Community Trust 2018**  
**Minutes of Annual General Meeting held on 14th November 2022**

Hawkhurst Community Trust (2018)	Accounts 2021 - 22		
( Financial year 1st Oct 21 to 30th Sept 22)			
Starting Balance	£5,623.44		
Total Income	£8,836.90		
Total Expenditure	-£6,667.56		
Final Balance	£7,792.78		
<b>Annual Surplus</b>	<b>£2,169.34</b>		
<b>Events Income and Expenditure</b>	<b>Income</b>	<b>Expenditure</b>	<b>Total</b>
Easter Egg Hunt	£0.00	-£68.40	-£68.40
Hawkhurst Fete Childrens Dressing Up	£0.00	-£163.06	-£163.06
Hawkhurst 5k/10k Run	£6,896.29	-£4,316.42	£2,579.87
* Includes sponsorship by local businesses of £2,800			
Play Day	£250.00	-£822.49	-£572.49
Makers @ the Moor	£1,143.40	-£417.54	£725.86
Donations and Collections	£382.21	£0.00	£382.21
	£8,671.90	-£5,787.91	£2,883.99
<b>General Income and Expenditure</b>	<b>£150.00</b>	<b>-£864.65</b>	<b>-£714.65</b>
major costs:			
Purchase of catering equipment		-£271.17	
Printing of Newsletter		-£139.88	
Insurance		-£131.41	
major income:			
Newsletter advertising		£120.00	
<b>Community Fridge Accounts</b>			
Starting Balance	£1,284.84		
Total Income	£3,784.19		
Total Expenditure	-£1,469.51		
Final Balance	£3,599.52		
<b>Annual Surplus</b>	<b>£2,314.68</b>		
Income comes from donations, the most significant being from Waitrose, Tesco, Tunbridge Wells BC and Hawkhurst PC, plus a donation in kind to cover the cost of the electricity for the fridge from HCH League of Friends			
The most significant expense was £1,288 for a new fridge; additional expense includes operating costs, training and publicity.			

**HAWKHURST COMMUNITY TRUST 2018**

England & Wales - Charity number 1180085

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# Accounts

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**Hawkhurst Community Trust 2018**  
**Minutes of Annual General Meeting held on 4th November 2021**

**Trustees Present**

Joss Brushfield, Harvey Cobbold, Tina Cobbold, Eddie Coombs, Janet Coombs, Ruth McChesney (Chair), Jacqueline Schalburg, Sally Thomson and David Veale

**Residents Present**

Jill Barnes, Clare Escombe, David Lloyd-Owen, Carol Miles, Martin Taylor-Smith

**1. Welcome**

Ruth McChesney, Chair of Hawkhurst Community Trust (HCT 2018), welcomed everyone to the AGM. She explained that the meeting would cover the Trust's activities over the past twelve months, the annual accounts and the election of Trustees. A short audio-visual presentation of the Trust's work would then be shown. She invited those attending to join trustees at the end of the meeting for coffee and a chat.

**2. Apologies for absence**

These were received from Julia Newman and Anita Stevens.

**3. Minutes of the previous meeting**

The Minutes of the previous Annual General Meeting held virtually on 17<sup>th</sup> November 2020 were approved.

**4. Presentation of the Annual Report 2020/2021 – Ruth McChesney**

As Chair, I am honoured to work with a great bunch of people; the Trustees of HCT 2018. The Trustees are a strong team who always look out for each other, come up with interesting ideas for what to do next, and generously give of their experience, knowledge and time to help make Hawkhurst a better place to live in. I give my thanks to: David Veale (our Vice-Chair and Secretary); Harvey Cobbold (our Treasurer); Sally Thomson, Jacqueline Schalburg, Joss Brushfield, Janet Coombs, Eddie Coombs and Tina Cobbold.

Some of our Trustees have full time or part time jobs and family responsibilities in addition to other charitable work and everyone has faced difficult times over the past year. Despite these challenges, each Trustee has contributed wholeheartedly to the work of the Trust. Over the year we have also benefitted from the support of some great local volunteers who have helped out at events.

In July Anita Stevens finished her three-year term as a Nominated Trustee and owing to the pressure of her very busy "day job" she has now stood down from the Trust. Anita's expertise in children's play (amongst her other talents) has proved invaluable, and we are delighted that we will still see her as a volunteer at some of our events.

The Trustees have recently been discussing the role of HCT 2018 and can best sum it up as follows:

- We organise community events
- We promote the new community centre
- Our aim is to make Hawkhurst feel a better place to live in

Over the past year we have organised or participated in six community events, some on quite a large scale. Our communications team has met regularly on Zoom or in

**Hawkhurst Community Trust 2018**  
**Minutes of Annual General Meeting held on 4th November 2021**

person to plan our events programme. We put on two different types of events: free events (mostly for children) and fund-raising events.

Last Christmas we put together little goody bags for children to be handed out at the village's Christmas event. Easter saw a fun and socially distanced event for local children: a nature scavenger hunt with Easter eggs as prizes.

In June, HCT 2018 ran the tea and cake stall at the village's traditional summer fete. The next day we presented a new event for the village: the inaugural Hawkhurst 10k and 5k Run, starting from The Moor. This event was organised with the help of our professional race partners, NiceWork, and was a huge team effort also involving many volunteers to help with marshalling. The day started with a short race around the Moor for children, with prizes and medals for all. The main run was very well attended, with runners from as far away as London. We couldn't have done an event on this scale without receiving some marvellous sponsorship from local businesses: Peter Buswell, Nortrade, the Eight Bells, Biddenden Vineyards and Tesco.

In early August we again organised the Hawkhurst Playday for local children. Playday is a national celebration of children's right to play, and a campaign that highlights the importance of play in children's lives. Our wonderful main sponsor for Playday was the Thomas Iddenden Trust, who also supported us in 2019; we also received help and donations from a wide range of local organisations and businesses.

Early September saw our second Makers @ The Moor makers' and crafters' fair. Over 40 stalls from local producers enticed people into the fair, showcasing a range of crafts and products.

Several Trustees have also spent a significant amount of time working with the Parish Council on a range of matters concerning the proposed new Community and Sports Centre. Two Trustees joined the fundraising sub-group which drew up a strategy and investigated possible sources of funds. Experience in children's play and the results of a survey aimed at Hawkhurst families and children are helping to shape the new children's playground at the KGV. Financial expertise and business experience has been fed into the business plan for the new Centre. We continue to provide experienced advice on the all-important aspect of communications and liaison with the village.

The Community Fridge, which sits under the umbrella of the Trust, is making a real difference to people in Hawkhurst. The Fridge is well into its second year of operation. Ellen Neville and her team of wonderful volunteers work tirelessly with a range of local suppliers to keep the fridge stocked with all kinds of produce, often seasonal. A key aim of the fridge is to reduce waste through redistributing food. It's been exciting to see all this community effort reported widely, in the Mail on Sunday and The Times of Tunbridge Wells.

And that completes the roundup of our busy past year. We look forward to our next year of working to help make Hawkhurst a better place to live in.

**Hawkhurst Community Trust 2018**  
**Minutes of Annual General Meeting held on 4th November 2021**

**5. Treasurer's Report for the year October 2020 to September 2021**

Harvey Cobbold (HCT 2018 Treasurer) gave a summary of the annual accounts for the financial year 1<sup>st</sup> October 2020 to 30<sup>th</sup> September 2021. A summary of the accounts is set out at the end of these minutes and can also be found on the Trust's website.

**6. Election of Elected Trustees**

There are two kinds of Trustees in the Trust, a) Nominated (who serve for 3-year terms) and b) Elected (who serve for 1-year terms). The Chair was pleased to report that the seven current Elected Trustees were willing to stand for re-election. Their names, proposers and seconders are as follows:

<b>Trustee</b>	<b>Proposer</b>	<b>Secunder</b>
Joss Brushfield	Tina Cobbold	Harvey Cobbold
Harvey Cobbold	Matthew Usher	Jack Brown
Tina Cobbold	Matthew Usher	Jack Brown
Janet Coombs	Jacqueline Schalburg	Ruth McChesney
Eddie Coombs	Ruth McChesney	Jacqueline Schalburg
Jacqueline Schalburg	Joss Brushfield	Sally Thomson
Sally Thomson	David Veale	Janet Coombs

Those present approved the list unanimously and consequently the Trustees named were re-elected for another year.

**7. Any other business**

The Chair confirmed that there had not been any notifications of any other business. She asked if there were any questions.

Mr. Taylor-Smith said he would like to say a few words. He thanked Ruth McChesney and wanted to give an update about the proposed new Community and Sports Centre. Mr. Taylor-Smith said he was the Chair of the Parish Council's Community and Sports Centre Committee. A planning application for the new centre had been submitted and was currently going through a verification process. Initial feedback about the application was expected around the new year but could be sooner. An immediate priority was improved drainage for the football pitches on the KGV where tenders were already out for the work; 15 junior clubs played on the pitches. A project plan was being worked up for a new children's play area. Work on this would start later next year with completion targeted for 2023. Detailed costings for the new centre were being done with a proposed start on the hall in two years plus time. The hall was likely to be built in two phases. Possible sources of funding were from new developments and wealthy benefactors. The Football Association also had grants towards costs of the improved football pitches. HCT 2018 have been good at fundraising and inputting into the initial phases of planning for the new centre. There were no more comments from those attending.

**8. Closing remarks**

RM thanked those attending and said that concluded the 2021 AGM of HCT 2018.

**Hawkhurst Community Trust 2018**  
**Minutes of Annual General Meeting held on 4th November 2021**

Hawkhurst Community Trust Accounts 2020-21			
( Financial year 1st Oct 20 to 30th Sept 21)			
Starting Balance	£4,128.13		
Total Income	£5,484.70		
Total Expenditure	-£3,989.39		
Final Balance	£5,623.44		
<b>Annual Surplus</b>	<b>£1,495.31</b>		
Events Income and Expenditure	Income	Expenditure	Total
Easter Egg Hunt	£42.50	-£56.99	-£14.49
Hawkhurst Fete	£498.75	-£22.45	£476.30
5k/10k Run	£3,006.00	-£2,510.25	£495.75
Play Day	£566.55	-£533.01	£33.54
Makers @ the Moor	£1,181.73	-£478.05	£703.68
	£5,295.53	-£3,600.75	£1,694.78
<b>General Income and Expenditure</b>	<b>£189.17</b>	<b>-£388.64</b>	<b>-£199.47</b>
of which major costs			
Annual Public Liability Insurance		-£131.04	
Membership of Action In the Community in Rural Kent		-£52.00	
Website domain charges		-£148.00	
major revenue			
Donation from Rotary Club		£140.00	
Community Fridge Accounts			
Starting Balance	£421.44		
Total Income	£1,274.01		
Total Expenditure	£1,020.72		
Final Balance	£674.73		
<b>Annual Surplus</b>	<b>£253.29</b>		
Income comprise donations from the public and organisations			
the most significant being £250 from Waitrose			
Primary expenditure was for operating costs, training and publicity			

**HAWKHURST COMMUNITY TRUST 2018**

England & Wales - Charity number 1180085

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# Accounts

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**Hawkhurst Community Trust 2018**  
**Minutes of a Virtual Annual General Meeting held on 17<sup>th</sup> November 2020**

**Trustees Present**

Joss Brushfield (JB), Janet Clark (JC), Harvey Cobbold (HC), Tina Cobbold (TC), Eddie Coombs (EC), Ruth McChesney (Chair)(RM), Jacqueline Schalburg (JS), Anita Stevens (AS), Sally Thomson (ST), David Veale (DV)

**Eight residents attended**

**1. Welcome**

Ruth McChesney (RM), Chair of Hawkhurst Community Trust (HCT) 2018, welcomed everyone to the AGM. She explained that the meeting would cover the Trust's activities over the past twelve months, the annual accounts and the election of Trustees.

**2. Apologies for absence**

None received.

**3. Minutes of the previous meeting**

Minutes of the previous Annual General Meeting held on 5<sup>th</sup> September 2019 were approved.

**4. Presentation of the Annual Report 2019/20**

RM expressed her sincere thanks and appreciation to the other Trustees for their enthusiasm and hard work over the past year. They are David Veale (our Vice-Chair and Secretary); Harvey Cobbold (our Treasurer); Anita Stevens, Sally Thomson, Jacqueline Schalburg, Joss Brushfield, Janet Clark, Eddie Coombs and Tina Cobbold. It had not been an easy year for the Trust – or for anyone, but we have worked together really well as a team and made steady progress. HCT 2018 decided to look at what it *could* do this year, instead of regretting what it couldn't do.

HCT 2018 wished to express their gratitude to Ellen Neville, who reluctantly stood down as a Trustee. Ellen has made a substantial and enthusiastic contribution to the Trust; she was one of the first Trustees to come on board, became our first Treasurer, created the website, a huge undertaking, and was inspired to set up the Hawkhurst Community Fridge, for which she is still doing a great deal of work.

On a sadder note, we lost a dear friend and Trustee, Margaret Skeet, in February as the result of a road traffic accident. Margaret was passionate about life in Hawkhurst and a joy to work with, with her cheery smile and positive attitude to life. We all miss her and her contribution to the Trust.

RM briefly explained the role and purpose of HCT 2018, including working closely with the Parish Council to help deliver a new Community Centre which HCT 2018 would run. RM summarised events held during the past year despite Covid 19. These included a mixture of free and money-making events. Free events (such as Playday and our Christmas event for children) are funded from sources such as the Tesco Community Fund or other charitable donations from local people and businesses. HCT 2018 is extremely grateful for these donations.

HCT 2018 have continued to work with the Cranbrook Children's Centre which, until March this year, has had a free, monthly session at the Sports Pavilion for its activities. HCT 2018 helped with fun activities for the children including:

- Halloween lantern making

**Hawkhurst Community Trust 2018**  
**Minutes of a Virtual Annual General Meeting held on 17<sup>th</sup> November 2020**

- Pancake tossing on Pancake Day
- A free craft table for local children at December's Christmas Fete, where they could make beautiful baubles to be hung on the Christmas tree.

In June, HCT 2018 held a scarecrow making competition in the village, to provide a bit of cheer in difficult times. People across the village joined in with great enthusiasm and creativity, making the judges' job really rather tricky. There were six worthy winners who received prizes donated either by the Trust or local businesses.

The Trust originally wanted to hold the very first Hawkhurst 10k and 5k Run at the end of June, in collaboration with experienced partners. The decision was taken to postpone the Run to next year. HCT 2018 are most grateful to several generous local sponsors who are prepared to assist us with the costs of putting on this large-scale event and are very much looking forward to seeing all our plans come to fruition in June 2021.

In 2019 the Trust held its first Hawkhurst Playday, which was a tremendous success and we had hoped to do even more this year, but that was not to be. As an alternative in early August a low key, socially-distanced version of this national event was held. Our "Playday Lite" involved preparing materials for a "scavenger hunt" for children to enjoy, plus a wonderful storyteller on Zoom.

In September the Trust worked hard to organise another new event for Hawkhurst, a Makers and Crafters Fair on The Moor. Our efforts paid off in a very successful event with 34 high quality stalls and a steady stream of socially-distanced visitors. Both the stallholders and the visitors enjoyed a great day out and we plan to do "Makers @ The Moor" again next year.

The Hawkhurst Community Fridge, the brainchild of Ellen Neville, was another first for the village and was formally opened on 29<sup>th</sup> June. The Fridge sits under the umbrella of the Trust but is managed and operated on a daily basis by Ellen and an enthusiastic team of volunteers. It is supported by a wide range of donors, from the Co-op to Stevens Farm to local allotment holders, and has also received financial help from several sources, including Hawkhurst Parish Council and the Green Shop.

The Fridge is making a real difference in Hawkhurst, especially in such difficult times. In its first three months of operation the Fridge redistributed over 3,200KG of food: all the food is intended for any household regardless of circumstance or background. The Fridge's first objective is to reduce food waste and it is clearly achieving this goal.

HCT 2018 has also continued to work closely with the Parish Council's Community Centre Working Group to help refine the design of the Community Centre, which will now be called the **Hawkhurst Community and Sports Centre** to better reflect the wide range of activities that will take place in and around it.

During the public consultation events in January and February this year, the Trustees were on hand to help answer questions and to talk with local people. Work is also ongoing on our part of the Business Plan for the Community Centre.

Over the summer HCT 2018 worked on the content, distribution and analysis of a questionnaire designed to find out how village families and children envisage the new children's playground which will be constructed on the KGV site. All of this great feedback will go towards the design of this new play space.

**Hawkhurst Community Trust 2018**  
**Minutes of a Virtual Annual General Meeting held on 17<sup>th</sup> November 2020**

In summary, it's been a busy year and RM was quite sure 2021 will not lack for interest. After a year like this one, nobody will be making any predictions, but RM felt confident in saying that the Hawkhurst Community Trust 2018 is up for the challenge!

**5. Presentation of Accounts 2019/2020**

Harvey Cobbold, Treasurer for HCT 2018 gave a summary of accounts. A slide summarising the accounts was displayed and can be found on the HCT 2018 website.

HCT 2018's financial year runs from 1<sup>st</sup> October to 30<sup>th</sup> September.

For the financial year 2019/20, the opening balance was £1,557.70. There were donations totalling £1,704, by far the largest sum of £1,166.00 was donated by Tesco Community Collection, £500.00 from the Police Property Fund and £38.00 from general donations.

Events generated income of £1,709.38, expenditure amounted to £629.91 giving an overall net income of £1,079.47. Of income generated, £648.24 was from sponsors for the 10k and 5k run which would be carried over to next year. Other expenses for things such as newsletters amounted to £213.04 giving a balance at the end of the financial year of £4,128.13.

The account for the Community Fridge is held separately from that of HCT 2018. Total income for the Fridge was £1,136.00 with expenditure of £714.57 giving a closing balance of £421.43.

**6. Election of Elected Trustees**

Under HCT 2018's constitution, 3 Trustees are nominated by the Parish Council for three year terms and the rest are elected for one year terms. RM asked DV to read out proposers and seconders for each elected Trustee which are summarised below.

<b>Trustee</b>	<b>Proposer</b>	<b>Secunder</b>
Joss Brushfield	Ruth McChesney	David Veale
Harvey Cobbold	Peter Hoole	Jane Hoole
Tina Cobbold	Peter Hoole	Jane Hoole
Janet Clark	A Clark	J Poole
Eddie Coombs	J Poole	A Clark
Jacqueline Schalburg	P Martin	S Armstrong
Sally Thomson	Philip Richardson	Anne Steans

Those present approved the list unanimously and consequently the Trustees named are re-elected for another year.

**7. Any other business**

RM confirmed that there had not been any notifications of any other business. She asked if there were any questions. One resident asked what progress had been made with the proposed Community and Sports Centre. RM said that documents to submit a planning application were being compiled with likely submission in December. It would take about 20 weeks before it was known if planning was approved. There were no further questions.

**8. Closing Remarks**

RM thanked those attending and said that concluded the 2020 AGM of HCT 2018.

**HAWKHURST COMMUNITY TRUST 2018**  
**Income and Expenditure 1st October 2019 - 30 September 2020**

Item	Income	Expenditure	Subtotals
<b>OPENING BALANCE</b>	1557.70		<b>1557.70</b>
<b>GENERAL INCOME</b>			
Police Property Fund	500.00		
Tesco Community Collection	1166.00		
General donations	38.00		
<b>Total General Income</b>	<b>1704.00</b>		<b>1704.00</b>
<b>EVENTS INCOME AND EXPENDITURE</b>			
Christmas event 2019	7.65	67.05	
Pancake day supplies		12.49	
Scarecrow Competition		205.72	
Playday		124.50	
Makers @ The Moor	1053.49	220.15	
10k&5k Run 2021	648.24		
<b>Total Events</b>	<b>1709.38</b>	<b>629.91</b>	<b>1079.47</b>
<b>OTHER EXPENSES</b>			
Newsletters		30.00	
Membership of Action with Communities in Rural Kent		52.00	
Public Liability Insurance		131.04	
<b>Total Other Expenses</b>		<b>213.04</b>	<b>-213.04</b>
<b>BALANCE AT 30 SEPTEMBER 2020</b>			<b>4128.13</b>

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**Community Fridge account 1/4/20 - 30/9/20**

<b>Income</b>	
Hawkhurst Parish Council	550.00
Waitrose Community Collection	166.00
Iddenden Charity	250.00
Private donations	170.00
<b>Total</b>	<b>1136.00</b>
<b>Expenditure</b>	
Fridge, locks, other cupboard materials	498.37
Cleaning materials, petrol costs, etc	187.40
Health & hygiene courses	28.80
<b>Total</b>	<b>714.57</b>
<b>Balance at 30 September 2020</b>	<b>421.43</b>