



THE LUXFORD CENTRE
UCKFIELD


Charity Number 1180260 CIO

ANNUAL ACCOUNTS ENDING 31ST DECEMBER

BALANCE SHEET	2023	2022
	£	£
Freehold Property	200000	200000
Banks/Cash		
Executive a/c CAF bank	1677	27989
Savings a/c CAF bank	34343	0
House a/c Lloyds bank	4731	1630
Social a/c Lloyds bank	0	5793
Petty cash	3 40754	37 35449
Total assets	240754	235449
Represented by		
Reserves	240584	235299
Key deposits held	170	150
Total liabilities	240754	235449
CASH FLOW		
Opening Balance	35449	38974
Surplus income/deficit	5285	-3675
Key deposits received	20	150
Closing Balance	40754	35449

	J. Richards	22/ March/2024	Treasurer Lloyds bank & cash
Signature	Print Name	date	
	D.W. Lucas	19/March/2024	Treasurer CAF bank
Signature	Print Name	date	

I have reviewed the accounts and records and I am satisfied that these accounts are a fair reflection of the Luxford Centre's income and expenditure for the year ended 31st Dec. 2023 and the assets held 31st Dec. 2023

 19th MARCH 2024
PAUL SPARKS, 27, ROMAN WAY, UCKFIELD, TN22 1UY

THE LUXFORD CENTRE

Charity number 1180260 CIO

ANNUAL ACCOUNTS ENDING 31ST DECEMBER

INCOME AND EXPENDITURE ACCOUNT

	2023	2023	2022	2022
	£	£	£	£
Income				
Membership fees	1690		1445	
Activities/clubs	4716		2046	
Hall hire	13363		5336	
Donations	113		639	
Outings and Events	4600		1461	
Grants	0		2667	
Bank interest	379		25	
Sundry	144		4	
Adjustment for key deposits	0		-150	
Total Income		25005		13473
Expenditure				
Repairs and labour	0		1205	
New Equipment	2517		2885	
Cleaning	813		820	
Cleaner's Wages	3354		3074	
Council Tax	148		405	
Bin Clearance	661		534	
Sewage and water	-317		0	
Gas	1540		962	
Electricity	509		662	
Insurance	2025		1907	
Telephone and Internet	596		1011	
House expenses	621		508	
Outings and Events	2634		1471	
Sundry	1544		656	
Extended Exercise	2195		0	
Bank charges	60		82	
Fees New Storage Room	820		966	
Total Expenses		19720		17148
Surplus / Deficit		<u>5285</u>		<u>-3675</u>

**Minutes of the 27th Annual General Meeting of the Executive Trustees and the 5th Joint AGM with the House Committee of The Luxford Centre held on Saturday 11th May 2024 at The Luxford Centre at 11am.
Charitable Incorporated Organisation 1180260**

The Chairman, Chris Macve(CM) opened the meeting by giving a warm welcome to the Trustees, Members, Cllr Jackie Love, Mayor of Uckfield and Guests attending. (See List of attendees).

Present: 26 present. See attached list.

1. **Apologies:** See attached list.
2. **Minutes of the Joint 2023 Annual General Meeting 13.5.23** agreed. Proposed accepted by Joan Wilcox Senior, seconded by Edna Osborne. All agreed. None against.
3. **Matters Arising:** None.
4. **Treasurer's Combined Report:** See attached David Lucas(DL) Treasurer's Report. DL sent his apologies as he was unable to attend the meeting. He transferred monies with the same bank CAF to a higher revenue account. It is easily transferred to our day to day account if necessary. DL resigned during this year. Yvonne Linthwaite volunteered to become treasurer. Paul Sparks thanked for inspecting the accounts. Jilly Brownsword proposed the accounts are accepted, seconded by Jenny Leaman. All agreed, none against.
Chris Macve, the Chairman of the executive Committee explained the Charitable Incorporated Organisation Executive Trustees are responsible for the building, strategic and executive decisions. The House Committee for the day to day running of the Members' activities, cleaning and general daily maintenance. Cllr. Jackie Love, Mayor of Uckfield left at 11.10am.
5. **Chairman's Report for the House Committee:** Written report given. Bob read his report.
Chairman's Report for the Executive Trustees. Written report given. Chris Macve read his report. **He presented gifts to retiring Trustees present, Jill Daly**, Vice Chairman, and **Dorothy Sparks**, Trustee and Trust Secretary. Both have been Trustees for at least 20 years. **Will Harper, Sue Harper, Sean O'Hara** are all retiring as Trustees. **David Lucas** Trustee and Treasurer resigned this year. Chris Macve thanked them all for their service to the Luxford Centre. As they were not present, a gift will be delivered to them.
CM wished it recorded 'his thanks to the House Committee and Bob Burchett, as chairman, for the work they put in to make the Luxford Centre so successful'.
Edna Osborne proposed that both chairmen's reports were accepted, seconded by Horst Worz. All agreed. None against.
6. **Election of House Committee:** The following were prepared to stand for the committee. Bob Burchett, Joan Richards, June Card, Jo Burchett, Eric Senior, Roy Groom, Wendy Mayhew and Lauren Halcon. These were proposed en bloc by Chris Macve and seconded by Joan Wilcox. All agreed. None against.
Election of Chairman, Treasurer and House Committee Secretary en bloc. Bob Burchett as Chairman, Joan Richards as Treasurer, June Card/Jo Burchett combined Secretary/Membership Secretary. were proposed by Chris Macve, seconded by Horst Worz. All agreed, none against.
7. **Election of Trustees to the Executive en bloc:** Horst Worz is put forward for re-election for a three year term. **Yvonne Linthwaite** as a new Trustee. Both proposed by Paul Sparks, seconded by Jo Burchett. All agreed, none against.
Dorothy Sparks, Trust Secretary **took the Chair.**
Election of Chairman: Chris Macve was proposed by Dorothy Sparks and seconded by Bob Burchett. All agreed. None against.
Chris Macve took the chair.

Election of Vice Chairman, Joan Wilcox, proposed Chris Macve, seconded Bob Butchett. All agreed. None against.

Election of Treasurer. Yvonne Linthwaite proposed Chris Macve, seconded Joan Wilcox. All agreed, none against.

Secretary – vacancy.:

8. Date of the 2025 Annual General Meeting:

This will be Saturday 10th May 2025.at 11am.

9. Volunteers required. CM Asked people to look out for a secretary.

10. Any Other Business: None

11. Luxford Centre Safeguarding Policy Children and Vulnerable Adults. Dorothy Sparks reminded everyone of the Safeguarding Policy and details are on the wall in the main hall. She has not been contacted by anyone regarding this policy, but reminded everyone to contact her if they had any concerns.

Chris Macve thanked everyone for coming to the meeting.

Meeting ended 11.45am

The Luxford Centre Executive Chairman's Report for 2024 AGM 11th May 2024 11am.

It does not seem possible that we were all sitting here a year ago. The time has flown by and yet a lot of business happened during 2023.

So, let's deal with the disappointing item firstly to get it out of the way. Last year, I reported that we had obtained planning permission for the storage /useful area extension on the southern end of the building and that we would be obtaining quotations for its construction. Sadly, despite the valiant efforts of David, our treasurer, to obtain grant aid to assist us in this project we have been unsuccessful in this regard. David approached various funders to no avail. We are still working on this to acquire the necessary funds. So, keep your fingers crossed for better news next year.

Having retired as our treasurer, Joan Wilcox kindly volunteered to run and manage a facebook page for the Centre. This has been very successful with lots of interest, so thank you for all your good work on this.

One of the items that has taken up a lot of time at our meetings has been the receipt of a report by the Fire Officer. This has involved us in a huge amount of work, when I say us I mean especially Dorothy, in receiving and analysing the report and preparing a plan of action and instigating processes to ensure compliance. This has gone on during this year and carried on into this current year. Whilst I say Dorothy has borne the brunt of the arranging Bob has spent much time in fitting the door guards, which were a requirement of the Fire Officer's recommendations. So thank you to both for all your time and efforts.

During the year we experienced a problem concerning the use of the cooker – again associated with health and safety – which precluded us from using the appliance for a length of time until we could have an interlocker fitted to the gas supply. This unit prevents the cooker from operating if the extractor fan not working, if you are interested. I would like to register my thanks and appreciation to Jenny Taylor, our cook, for her patience and help during this time and her ingenuity in still providing meals without the oven. Whilst talking about the kitchen we should record our appreciation on 5* level graduation by Wealden District Council. Finally with the kitchen the annual deep clean was carried out to ensure hygiene levels were maintained.

The effects of the rising costs of all the utilities and life in general has had a considerable repercussion on our finances. Although, we have a relatively healthy bank balance at present as David explained and that bookings by outside bodes and groups are also satisfactory we must continue to keep a careful watch on our expenditure and in particular the utilities.

I think everyone is now conscious of heating and lighting costs and our duty to cut greenhouse gas emissions. Bob and I investigated the insulation levels in the building and are satisfied, that without going to enormous costs, that the building insulation levels, as they are currently, are satisfactory.

We are currently going through a period of great change in the executive committee. David Lucas has resigned as our treasurer. He has in the time spent with us, carried out his duties as treasurer with professional expertise, care to detail and breath of vision, in keeping our records up to date. Not satisfied with having the responsibility as treasurer he has also been our bookings clerk. Which, I hasten to add, he volunteered for and has operated effectively and well until his retirement. Joan Richards from the House Committee is now custodian of that most important task, again having volunteered. The bookings are vital to the continued success of

the club as they bring in funds to allow the club to continue and they pay the bills. Also not forgetting the hugely important role that this facility provides as a venue for many clubs and societies within our community. I would like to thank David for his help and support during his tenure and wish him all the best for the future.

We are extremely lucky and fortunate that Yvonne Linthwaite has agreed to take over the role as treasurer. Having known Yvonne for many years I know that this task is vested in safe and trustworthy hands and that she will follow in the solid footsteps of all her predecessors. Welcome Yvonne.

Jill Daly very long-time member of the executive committee and my vice chairman, ever since I took on this role has tendered her resignation. This is not the first time she has expressed a wish to stand down but this time I have very sadly agreed to accept it. Jill is an incredible woman. I think that I first met Jill when she was Town Mayor back in 1991 -1994. I was totally impressed with her performance in that role all those years ago. She was outstanding and brought a whole new level of expertise to that most prestigious office, I have remained a disciple of hers ever since. She does not say a lot but whenever she does you should listen and take heed because it will be very pertinent and relevant. I am very sorry that you are retiring, we will all miss you and your wisdom. So, you will now be able to enjoy the rest of your life without the burden of the Luxford Centre (Chris Macve presented Jill with a rose bush named Elizabeth).

Another very long standing and dedicated committee member who is retiring is Sean O'Hara. Sean was for many years chairman and has been a staunch and hard working supporter of the club and member. So many thanks for all your past endeavours and support and all the very best for the future. He was chairman before myself and alternated with me.

Now they say things come in threes. So, our third is another retiree, Dorothy our secretary for I don't know how many years has decided that she needs more time at home and with her husband and family. I don't know what to say about her other than that she has been a mainstay and rock of this organisation as I said for many years. Her attention to detail and organisation have seen us through good and difficult times and enabled the club to carry on providing the service as the original intention of Dora Nunn and her intrepid band intended. Dorothy will be sorely missed. (She was presented with a garden Azalea)

Sue and Will Harper have also chosen not to stand again as Trustees after their current three years as Trustees. Thank you to them for their support over many years.

Finally, I would like to thank all the committee members for their help, support and guidance over this past year. They have been a tremendous group and like to think that we have jointly enabled the club to prosper in some small way. Thank you.

As mentioned, we have very depleted executive committee now and are keen to welcome new members so if you are interested or know of anyone who might be please let me know. We are all suffering from with advancing years and need new fresh blood and ideas.

Chris Macve, Chairman of the Luxford Centre.

The Luxford Centre House Committee Chairman's Report for 2024 AGM 11th May 2024 11am

Hello and welcome to everyone, another year has flown by, having spent three months in Australia after the 2023 AGM. To my fellow House Committee, especially June Card, who took over my role, many thanks to her and to them.

The Lunch Club is doing well, my thanks to Jenny Taylor our cook. Twenty plus some weeks, I now also cook every three weeks. The St. George's Day tea also went well with 32 people in attendance. Also, the Christmas Dinner for the Lunch Club went well.

Membership is doing very well with new people moving to Uckfield and coming to see what we have on offer.

The Bowls Club reported that the handle to their Bowls mat frame was missing. Noone is able to find it, so we have had to buy another at a cost of £135.

New hirers with many different things to do. The Luxford Centre has a diverse range of Clubs and Activities for a range of ages. So please do look at the notice board and on the internet. (Our website)

If anyone is interested in joining our house committee, come and see me or one of the committee members.

I am looking forward to another year, if elected. Thank you. Any questions?

Bob Burchett, House Committee Chairman

Treasurers Report 2023

The 2023 accounts show that your club has well and truly bounced back from the dark days of Covid. Every category of Income is at a record high, and hiring's went up by 150%. The increase in the number of members has helped drive the increase in income from member's clubs and activities. This resulted in a welcome reversal of the 2022 deficit to a surplus of £5285 in 2023. We all owe a debt of gratitude to the hard working House committee and all the volunteers who give up their time and energy without payment.

As expected inflation and the increased level of activity caused an increase in the running costs of the centre. Energy costs increased and will continue to rise during this year as well.

The negative cost shown for Sewage and Water was caused by a belated refund from Castle Water which relates back to the accounts of 2021. Averaged out over the three years affected the annual cost is £235.

In the pursuit of clarity I should inform you that these accounts do not show, and have never shown, the cost of food purchased for Thursday lunches. This cost is deducted from the lunch income before being recorded.

I would like to thank Mr Paul Sparks for his efficient auditing of the accounts.

I regret that during 2024 I had to resign as Treasurer and Bookings sec. and I wish you all the best for the future.

David LUCAS 10th April 2024.