

# **The Mill Community Hub, Cottingham and Middleton**

## **Annual General Meeting**

Monday 29 March 2021, Online via Zoom

Present: Pete Bowman (Chair), Sarah Brant, Mike Curtis, Owen Davidson,

Tony Freeman, Jo Leaning, and George West-Robinson

<b>No.</b>	<b>Item</b>	<b>Action</b>
<b>1</b>	<b>Apologies for absence</b> Apologies were received from Simon Hempson-Medwell.	
<b>2</b>	<b>Sign minutes of previous AGM held Monday 13 January 2020</b> The previous minutes had already been approved at the OGM, February 2020.	
<b>3</b>	<b>Annual Report and Statement of Accounts</b>	

### **Annual Report 2020**

The start of 2020 looked promising for The Mill project, with tenders for 'design and build' project management and quotes for an archaeological survey sent out to local organisations.

We had also started to plan for the 2020 Village Fete, following the terrific success of the 2019 event, and the Fundraising Team were making significant inroads into identifying grants from national, regional and local agencies.

However, as March came to an end, we – like the rest of the country – had to put our fundraising efforts on hold due to the escalating Covid-19 situation.

Despite this, we were all still working away in the background and in March, we appointed GSS Architecture in Kettering as our project managers. We also engaged the University of Leicester Archaeological Services (ULAS) to undertake the archaeological survey, which was completed in April.

The first project management task was to create a 'meaningful start' to the process so we could secure the planning permission before its deadline in August 2021. We were advised by GSS that digging the first foundation trench would establish planning permission as agreed and approved by Corby Borough Council Building Control. In August, we appointed a Structural Engineer to oversee the works and the foundation trench was started and completed over two days in October 2020.

As the Covid-19 situation continued, our supporters – undaunted – were still doing their bit to raise funds for The Mill project. I'd like to thank all of those who put their haberdashery, gardening and cookery skills to good use to help raise extra funds.

So thank you to Julie Connachie, Wendy Curtis, Julie Murray, Diana Sharvill and Chris West-Robinson for raising over £600 in face mask sales. We'd also like to thank Sarah Brant, Ro Freeman, Gerry Henson, Diana Sharvill, Sue Trengrove and Chris and George West-Robinson for raising nearly £340 in plant sales. And not forgetting Paula Orton, whose jars of home made chutney and piccalilli raised nearly £140.

As far as our total finances go, the project's own cash funds amounted to £40,687.52 (as of 31 December 2020), which included £35,990.50 received from Middleton Parish Council which had been specifically ring fenced for the new community hub.

As always, we are all humbled by and extremely grateful to all the villagers who continue to support the project, especially during a very difficult year. I'd like to extend our thanks to Jan and Del Robertson, and Rachel Raj, who have all been working hard behind the scenes as part of the Fundraising Team. Your commitment and patience is very much appreciated.

I'd also like to thank the Trustees who have helped move this project forward and achieved some notable successes to keep The Mill on target.

On a personal note – and after much hard thought and reflection – I have finally decided to step down as Chair at the end of this AGM and also to retire as a Trustee.

I've been with the project for over 15 years (including five years as Chair) and I feel it's now time to get a new pair of hands on the wheel. I've watched the project grow from its earliest days, through three different locations and on to finally securing planning permission and acquiring CIO status. None of this could have been achieved without the hard work, time and effort of the Trustees, and I know the project will be moved even further forward safely, reliably and diligently.

**Pete Bowman**

Chair of Trustees, The Mill Community Hub, Cottingham and Middleton

**Accounts 2020**

**Income and expenditure for period 16 October 2019 to 31 December 2020**

<b>Income</b>	<b>2020</b>
Transfer from Middleton PC	35,990.50
Del's quiz	324.00
Gerry Henson, plants	200.00
Masks	640.00
GWR plants	183.00
Treasure Hunt	30.00
Building Society Interest	21.98
Buy a brick scheme	15.00
Chilli Bake off and raffle	518.50
Kate Cross clothes sale	169.00
Christmas Bazaar	2,361.05
Paula Orton	204.00
Valley Voice	360.24
<b>TOTAL INCOME</b>	<b>41,017.27</b>
<b>Expenditure</b>	
Chain and Lock for gate	23.18
ULAS Archaeological Survey	4,128.00
CBC	192.00
VAT Advice	720.00
GSS fees	2,160.00
Digging Foundation Strip	3,261.60
Christmas Bazaar	317.80

TOTAL EXPENDITURE	10,802.58
EXCESS OF INCOME OVER EXPENDITURE	30,214.69

#### Balance sheet as at 31 December 2020

**2020**

#### Current Assets

Bank and cash accounts:

BARCLAYS	2,986.56
MARKET HARBOROUGH BS	36,937.48
CASH	763.48
CHEQUES	

TOTAL CURRENT ASSETS	40,687.52
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#### Current Liabilities

NIL -

TOTAL CURRENT LIABILITIES -

<b>Net Assets</b>	40,687.52
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#### Represented by:

#### Accumulated Fund

Balance B/F FROM CMVHT	10,472.83
Excess of income over expenditure	30,214.69
	40,687.52

**Chairman:**

**Date:**

**Treasurer:**

**Date**

The Treasurer confirmed that although the accounts didn't need to be audited, they did need to be examined by a competent person. It was agreed that Alison Chorlton would be asked to examine the accounts and report on them. The accounts were approved subject to receiving confirmation of Alison's review. The signatories on the bank account are currently Pete Bowman, Tony Freeman and Jo Leaning.

## 4 Appointment of Trustees

Having received the Chair's report, Trustees noted the Chair's wish to stand down and retire as a Trustee with effect from this meeting. They stated their surprise and regret at this announcement and thanked Pete for his hard work and clear leadership in his five years as Chair.

SB confirmed that as she had already made those present aware, her house was currently on the market and if as a result she was to move out of the village, she would eventually be standing down from Middleton Parish Council and also The Mill Project. She would be standing in the coming elections in May however and had committed to achieving a smooth handover and working to ensure that a succession plan could be put in place.

Tony Freeman stated that with regret he would need to stand down as Trustee but if necessary, he would be prepared to remain in place for a few months until a replacement Trustee could be identified.

Sarah Brant, Mike Curtis, Owen Davison, Jo Leaning, and George West-Robinson agreed to continue to act as Trustees. Simon Hempson-Medwell has since indicated that he is also content to continue as Trustee.

Jo Leaning agreed to continue with the role of Treasurer.

In the absence of any other nominees, Sarah Brant and George West-Robinson agreed to share the role of Acting Chair.

It was noted that the constitution allows for a minimum of 7 trustees and a maximum of 10, with a at least 2 from each of the Parish Councils. The quorum is 5 Trustees.

5. The meeting closed at 7.30 pm.

Chair:



Date:

12 May 2021



## Receipts and payments accounts

## Section A Receipts and payments

### A3 Payments

[illegible]

***Sub total***

10,803

-

-

10,803

**A4 Asset and investment  
purchases, (see table)**

-

-

-

-

-

-

-

-

***Sub total***

-

-

-

-

***Total payments***

10,803

-

-

10,803

***Net of receipts/(payments)***

40,688

-

-

40,688

**A5 Transfers between funds**

-

-

-

-

**A6 Cash funds last year end**

-

-

-

-

***Cash funds this year end***

40,688

-

-

40,688

## Section B Statement of assets and liabilities at the end of the period

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank, Building Society & cash	40,688	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>40,688</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

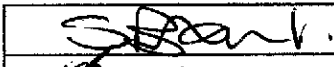

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

		Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	SARAH BRANT	12.5.21
	JOANNE LEANING	12/5/21

I am Allyson Chorlton and have over thirty years of experience in banking, financial services, and accounts which has given me the relevant experience to examine the Mill accounts.

I have inspected the Income and Expenditure records, along with all supporting receipts and documentation for the Mill Community Hub for the period October 2019 to December 2020, and consider them to be a true and fair reflection of the receipts and payments for that period.

A handwritten signature in black ink, appearing to read 'Allyson', written in a cursive style.

Allyson Chorlton