

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

**Annual General Meeting**

Monday 12 February 2024 in the Village Hall Annexe

**Present:** Sarah Brant, Andrew Butcher, Sian Coughlan, Michael Curtis, Simon Hempson-Medwell (Chair), Jo Leaning (Treasurer), Leigh Morrell (Vice Chair), George West-Robinson

**ITEM**

**1 Apologies for absence**

Apologies were received from Peter Tyldesley (PT).

**2 Minutes of previous AGM held on 13 February 2023.**

The minutes of the previous AGM on 13.03.2023 had already been approved at the OGM on 13 March 2023.

**3 Confirmation and Appointment of Trustees**

All Trustees present confirmed their willingness to stand again as Trustees for the coming year. PT had however contacted the Chair to inform him of his wish to resign as a Trustee with immediate effect.

**4 Appointment of Chair, Vice Chair and Treasurer**

Simon Hempson-Medwell was proposed as Chair, expressed his willingness to stand and was unanimously voted into the position.

Leigh Morrell was proposed as Vice-Chair, expressed her willingness to stand and was unanimously voted into the position.

Jo Leaning was proposed as Treasurer and despite her expressed wish to stand down as soon as a replacement was found, she agreed to stand and was unanimously voted into the position.

**5 Annual Report and Statement of Accounts 2023**

The following report was presented by the Chair.

The Board began the year by thanking the previous Co Chairs – Sarah Brant and George West-Robinson for their hard work and continued commitment to The Mill. The incoming Chair and Vice Chair stated their aims for the coming twelve months. Despite the difficulties of the Covid experience, they were determined to look forward and increase the momentum of The Mill's progress. They listed the following goals.

1. Obtain approval and complete the Car Park Development.
2. Incorporate the current Village Hall Management Committee within the Mill
3. Transfer the ownership of the Village Acre to The Mill
4. Re-assign the Lease of the Annex to The Mill
5. Improve our communications, Website and profile.
6. Increase Fundraising
7. Conduct a review of the Mill's Aims in conjunction with the current Business Plan

Whilst the wheels of committees, planning and legal processes can at times move painfully slowly, the Board is delighted to see significant progress on all the above. Mike Curtis has

persisted with the transfer of the land from the Village Acre to the Mill. Although we are awaiting the paperwork back from the Land Registry, all the work needed to complete this has been done. Our thanks to Mike for his valued efforts. Similarly, Leigh Morrell has stuck doggedly to the task of re-assigning the Lease of the Annex. Despite some rather lacklustre responses from North Northants Council, she has made significant advances in obtaining the Lease in the Mill's name. The Council have completed a Dilapidations survey which has clarified the current state of the facility. This will provide the basis for the Mill's aim to be in complete control of a building which we can upgrade as we see fit to provide a more modern and suitable facility

During the year we have begun an Insight survey to find out in detail what the villagers views are on the current Annex facility, the needs of the community within this facility and what additional requirements may be required, including the demand for a new building. We are expecting the report to be completed in the early spring. Our thanks to Sian Coughlan for driving this forward.

We have had a successful fundraising year, bringing in over £10,000 from various events. The village Fete raised nearly £7,000 which was a splendid effort on a miserable wet and windy day. Together with a more structured list of upcoming events and a more concise, updated Website we are looking to increase this figure again this year. The Board is determined to have a separate fundraising team to take charge of this work. Our thanks to Jo Leaning for her prompt and accurate work as Treasurer.

The Board have also obtained a premises licence so we are now able to stage events and serve alcohol within the building and outside without the need to apply for a temporary permit for each event. Full details of the licence are on the website. We have begun a process of setting up a bar facility within the Hall. This will likely be a pop-up style bar to begin with while we assess the work needed to upgrade the Hall's fittings. The Board would like to thank Leigh Morrell for driving this forward.

We have successfully completed Phase One of the Car Park – removing the hedgerow and greenery along the entrance and refitting fencing along the school boundary. We intend to finish Phase Two – the entrance construction and Highways work this spring and then completing the car park itself later this year (Phase Three). This will provide a much-needed separate access to the Village Hall and alleviate traffic pressure at school drop-off times.

In the year ahead, the Board aim to achieve the following.

1. Complete the outstanding work on the Car Park.
2. Complete the outstanding work on the Lease.
3. Complete the Insight report and incorporate its findings within the Business Plan and act on its findings.
4. Create a maintenance plan for the Hall together with a management team.
5. Trial the Popup Bar and develop the Hall's internal fittings to best suit a more permanent facility.
6. Develop a fundraising team and increase the fundraising target to £20,000.
7. Recruit additional Trustees.

### **Statement of Accounts**

The income and expenditure for the financial year ending December 2023 were presented by the Treasurer. There were no queries. The Treasurer was thanked for her work on the statement of accounts and over the last year.

## Accounts 2023

### Income and expenditure summary for 2023

<b>Income</b>	<b><u>2023</u></b>	<b><u>2022</u></b>
MHBS Interest	295.22	74.06
Amazon	35.90	50.64
Xmas Fayre	1283.00	
Wine Tasting events	2684.75	1768.66
Wine Safari donation	600.00	600.00
Chilli cook-off donation	748.06	
Royal George Sweepstake Donation	80.00	
Bar at wreath making class	241.00	
Attic sale	314.00	
Summer fete	6890.48	
Copper/shop collections		100.00

<b><u>TOTAL INCOME</u></b>	<b>13,172.41</b>	<b>2,593.18</b>
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#### **Expenditure**

Ionos (website)	21.60
BC Anywhere machines	104.40
BC Anywhere charges	18.26
Premises alcohol license	350.32
NNC Planning	295.00
SW Architects	1,929.18
J Beattie (survey)	750.00
J Bradshaw (hedge clearance)	4,500.00
Harborough Fencing	3,771.82
Steve Mound (temporary fence)	1,092.00
Mill event expenses	2,259.45

<b><u>TOTAL EXPENDITURE</u></b>	<b>15,092.03-</b>
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EXCESS OF INCOME OVER EXPENDITURE	(1,919.62)	2,593.18
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### **Balance sheet as at 31 December 2023**

<b>Current Assets</b>	<b>2023</b>	<b>2022</b>
Bank and cash accounts:		
BARCLAYS	7281.12	9,559.97
MARKET HARBOROUGH BS	37,401.28	37,106.06
CASH	658.75	594.74
CHEQUES	0	0

**TOTAL CURRENT ASSETS****45,341.15****47,260.77****Current Liabilities**

NIL

**TOTAL CURRENT LIABILITIES -**

NIL

**Net Assets**

45,341.15

47,260.77

**Represented by:****Accumulated Fund** Balance B/F

47,260.77

44,667.59

Excess of income over expenditure

(1,919.62)

2,593.18

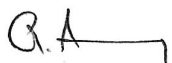
**45,341.15****47,260.77**

The accounts for 2023 do not need to be audited or independently examined, as the income for the year was under £25,000. The accounts were approved.

Contributions from a member of the public present at the meeting emphasised the importance of clear and regular communication regarding the project, especially as progress had been slower than originally hoped. Jane Smith's outstanding contribution to effective communication through the Village Newsletter was noted but it was disappointing that The Mill website, social media presence and Facebook page had not yet proved as influential as had been hoped. Work will continue in an endeavour to maximise their coverage.

The meeting closed at 6.20 pm.

Signed Chair.....



Date .....

11.03.2024



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

Charity Name

The Mill Community Hub, Cottingham and Middleton

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## Receipts and payments account

For the period from	Period start date 01/01/2023	To
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### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds
	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>			
Fund Raising	12,877	-	-
Interest	295	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
<b>Sub total</b> (Gross income for AR)	13,172	-	-
<b>A2 Asset and investment sales, (see table).</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	-	-	-
<b>Total receipts</b>	13,172	-	-
<b>A3 Payments</b>			
Cost of fundraising	2,610	-	-
Car park costs	12,338	-	-
Internet	21	-	-
Bank and interest charges	123	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
<b>Sub total</b>	15,092	-	-
<b>A4 Asset and investment purchases, (see table)</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	-	-	-

R&P Accounts

<b>Total payments</b>	<b>15,092</b>	<b>-</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 1,920</b>	<b>-</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>47,261</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>45,341</b>	<b>-</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £
<b>B1 Cash funds</b>	Bank, Building Society & cash	45,341
		-
		-
	<b>Total cash funds</b>	45,341
	(agree balances with receipts and payments account(s))	OK
<b>B2 Other monetary assets</b>		-
		-
		-
		-
		-
		-
		-
<b>B3 Investment assets</b>		
<b>B4 Assets retained for the charity's own use</b>		

## R&P Accounts

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## B5 Liabilities

### Details

### Fund to which liability relates


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

Signature

Print N

	Joanne L
	Simon M



# R&P Accounts

o (if any) 185835	<div>CC16a</div>
<b>ounts</b>	
Period end date 31/12/2023	



**Total funds**

**Last year**

to the nearest £

to the nearest £

12,877	-
295	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
13,172	-

-	
-	-
-	-

13,172	-
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2,610	-
12,338	-
21	-
123	-
-	-
-	-
-	-
-	-
-	-
15,092	-

-	
-	
-	-

## R&P Accounts

15,092	-
- 1,920	-
-	-
47,261	-
45,341	-

**Period**

**Restricted  
funds**

to nearest £

-
-
-
-

OK

**Endowment  
funds**

to nearest £

-
-
-
-

OK

**Restricted  
funds**

to nearest £

-
-
-
-
-
-

**Endowment  
funds**

to nearest £

-
-
-
-
-
-

**Cost (optional)**

-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-

**Cost (optional)**

-
-
-
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
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-
-
-

R&P Accounts

-	-
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Amount due (optional)	When due (optional)
-	
-	
-	
-	
-	

Name	Date of approval
Deaning	12/02/24
ledwell	12/02/24