

Capel Dewi Community Association

Agenda

Charity No. 1199361

ANNUAL GENERAL MEETING

On Wednesday 7<sup>th</sup> June 2023 at 7pm

Attendees: Kate Burgis (Chair), Arwyn Jones (Vice-Chair), Fredena Burns (Treasurer), Maria Curle (Secretary), Tony Emmerson (Bookings Sec, & H&S), Dan Beynon (Custodial Trustee), Catrin Curry (Custodial Trustee), Peter Bowen, Grace Halfpenny, Paul Smith

- 1) Apologies: Dafydd Evans (Custodial Trustee), Gordon Lewis (Custodial Trustee), Dilwyn Morgan (Custodial Trustee). Alan Evans, Martin Burgess.
- 2) Minutes of the last AGM were accepted.
- 3) Matter Arising -None
- 4) Correspondence - None
- 5) Chairperson's report

Kate welcomed everyone and thanked them for coming along.

Thanks were made to Arwyn in his role as Vice Chair and specifically for his efforts with the Turkey Bingo and Annual plant sale.

Thanks were made to Fredena for her organization, loyalty and dedication to the role of Treasurer and her delicious cakes.

Thanks were made to Tony for his tireless work maintaining the buildings, grounds and defibrillator with an extended thank you to Anne for her help.

Thanks were made to Peter for his work setting up the New Charitable Incorporated Organisation.

Thanks were made to Maria for excellent minutes and setting up and running the Local Producers Market with an extended thank you to Norrie for his assistance.

Thanks were made to Grace for her organization of speakers at the coffee mornings, help with raffles and various advertising activities with an extended thank you to Paul and Grant for their help.

Thanks were made to Gordon Lewis and his wife Hilary for the organization of the wine tasting event and his work on the Cycling Project Actif.

Thanks were made to Dan for his work with the website and his work on the Cycling Project Actif.

Diolch yn fawr was made to Catrin for her organisation of the Eisteddod Fach.

Fianally thanks were made to Helen Gibbon for her enthusiasm and organisation of the Carol Evening.

On reflection the chair felt the association had given the community a varied range of events to support socialization and fund raising to maintain the Old School for the benefit and wellbeing, cultural and education as a focal point.

Next year the Chair expressed a desire to get more people actively involved to relive the pressure on regular volunteers. Kate urged the committee to remember the mission statement on our website and that we continue to support each other with respectful communication and bring any issues to the committee meeting to be discussed as required. Kate concluded by expressing her desire to continue to support the local community and thanked everyone once again for their support.

6) Treasurer's report

The Treasurer gave an update emphasizing the commitment and responsibility required to keep the Old School open for public use. The update also covered the events held for the Queens Jubilee, with two out of three being free and the third being charged at cost to the villagers. Truly events bringing everyone back together after the dreadful pandemic and remembrance of those lost during this period was made.

Fredena noted the increasing costs in particular that of electricity and provisionally recorded a loss against income of £2,948.08 which was not a surprise, and the committee has been working towards improving this. Hall hire rates have been increased while still maintaining competitive, a new banner has been purchased and displayed and website presence has been upped.

Additional thanks to Tony for maintenance and Dan and Maria for Website exposure were extended.

Fredena concluded that she hoped that the association would continue to support all events and at least break even.

7) Election of Officers and Committee Members

Chair – Kate Burgis	Re-elected
Vice Chair – Arwyn Jones	Re-elected
Treasurer – Fredena Burns	Re-elected (review in 6 months)
Secretary – Maria Curle	Re-elected
Minutes Secretary – Maria Curle	Re-elected
Bookings Sec. - Tony Emmerson	Re-elected
Health & Safety – Tony Emmerson	Re-elected
Grants Officer – Grace Halfpenny	

Committee Members: Peter Bowen, Martin Burgess, Alan Evans, Paul Smith

Custodial Trustees: Dilwyn Morgan, Catrin Curry, Dafydd Evans, Daniel Beynon, Gordon Lewis

8) Resignation

None

9) Confirm Key Holders

Main Building: Arwyn, Tony, YFC, Peter, Kate and Sue Nesbitt

The Annex: Arwyn, Tony, Peter, YFC, Kate and Dan  
Front Gate: Not locked  
Sied Fach: Tony and set in the Annex

#### 10) Confirm monthly meetings

It was agreed that the monthly meetings would continue on the first Wednesday of the month at 7pm in The Old School. There will be no meetings in July and August. (Events will continue as planned)

#### 11) Ideas for events

Following idea gathering at events the following ideas were generated

- Group Walk
- Flower Arranging
- Kids Homework Club
- Childrens Parties
- Computer Clinic
- Book Club
- Cribbage
- Film night
- 60's night – (3 people)
- Quiz night – (3 people)
- Bruce Springsteen/Meatloaf
- Plant Fruit Trees
- Allotment
- Welsh lessons

The following actions were agreed to explore a few of these ideas

**Action: Arwyn to enquire to his contact cost of a 60's disco**

**Action: Grace to enquire with Library re Book Club**

**Action: Kate to explore with Universities etc re Welsh lessons**

Regarding repeating previous events;

Kate will arrange a MacMillan coffee morning in September (provisionally 22<sup>nd</sup> September). All proceeds to MacMillan

Enquire if Gordon and Hilary would run another wine tasting event

Coffee morning will continue with more speakers being invited

#### 12) AOB

Hire Charges were increased from 1<sup>st</sup> February 2023

Block Bookings £40 per day

Non- Block Bookings

- £40 per ½ day

- £80 per day

#### Storage of CDCA Documents

It was agreed that we would set up a folder structure on Google drive to store all documents relating to CDCA in the cloud which would have limited people (3) able to access but not the responsibility of one single person.

**Action: Dan and Maria to co-ordinate**

#### Marketing and Mailing

It was agreed that we would gather mailing and emailing lists at events and consent to use for the sole purpose of letting people know what's on.

#### Roles and Responsibilities

It was agreed that all the serving committee in elected roles would write a paragraph detailing the responsibilities and requirements for their roles to assist with finding people to take on these roles in the future.

**Action: All officers to prepare description of their role**

#### Monthly Finance Update

During April the Association took £567.92 in and spent £567.92.

The electricity bill from 18<sup>th</sup> August 2022 to 9<sup>th</sup> February came to £2,361.49. Through direct debit and government schemes total owed to British gas is £1,197.18. The electricity costs per month have come down as expected in the warmer months however, the electricity cost is still a major outgoing for the association.

There was a discussion on how to make the Old School more attractive for hire and use. It was agreed that a grant to improve the play area/sports court could be sought.

It was reminded that any member providing materials or baked goods for an event is entitled to reclaim their expenses by providing the treasurer with appropriate receipts.

<b>Income &amp; Expenditure Capel Dewi Community Association 2022-2023</b>					
<b>Income</b>					
Hire of Hall		£ 3,829.00			
Fund Raising Income		£ 3,834.60			
Public Sector Grants		£ 1,450.00			
Sponsorship & Donations		£ 172.00			
Total			£ 9,285.60		
<b>Expenditure</b>					
Cleaning		£ 813.30			
Building Maintenance		£ 598.88			
Water rates		£ 54.57			
Heat & Light		£ 3,201.26			
Fund Raising Costs		£ 3,697.10			
Legal Fees		£ 1,810.00			
Misc Expences		£ 173.00			
Insurance		£ 1,685.47			
Total			£ 12,033.58		
Exp exceeds ilncome			£ 2,747.98		
Opening Bank Balance			£ 26,470.21		
Plus income			£ 9,285.60		
			£ 35,755.81		
Less Expenditure			£ 12,033.58		
Closing Bank Balance			£ 23,722.23		