

PALGRAVE AND DISTRICT COMMUNITY CENTRE

England & Wales · Charity number 269132

Details

Other names	THE PALGRAVE AND DISTRICT COMMUNITY COUNCIL, PALGRAVE COMMUNITY CENTRE
Status	Registered
Legal form	Other
Registered	1975-04-09
Register	View on the Charity Commission register

Contact

Address	Palgrave and District Community Centre Upper Rose Lane Palgrave Diss Norfolk IP22 1AP
Phone	07970535812
Email	ChairPDCC@gmail.com
Website	www.pdcc.co.uk

Activities

Objects: FOR THE BENEFIT OF THE INHABITANTS OF PALGRAVE IN THE COUNTY OF SUFFOLK AND ITS NEIGHBOURHOOD, WITH THE PURPOSE OF ADVANCING NON- STATUTORY EDUCATION, PROVIDING FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE-TIME OCCUPATION AND WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: Community activities including Coffee Mornings, Fetes, exhibitions, Musical evenings, Primary school physical education, Bowls groups, Friendship Clubs. Committed to Cut Your Carbon and Environmental considerations. Various exercise classes including Extend and Line Dancing, Monthly film showings

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** PALGRAVE AND DISTRICT
- Norfolk
- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£62,652	£60,323	-	-
2023-09-30	£32,384	£53,432	-	-
2022-09-30	£36,400	£40,082	-	-
2021-09-30	£31,977	£20,150	-	-
2020-09-30	£36,880	£21,967	-	-

Trustees

Name	Role	Appointed
Nick Duncumb	Chair	2023-07-01
Donna Duncumb		2024-02-01
George Georgiou		2019-11-20
HELEN THORBURN		
JEAN POTTER		
Jane Lockwood		2021-11-10
Lee Lockwood		2014-11-14
Sian Bunbury		2021-11-10
Valerie Firth		2021-11-10

PALGRAVE AND DISTRICT COMMUNITY CENTRE

England & Wales - Charity number 269132

Accounts



PDCC Chair's Report 2024

Another year has passed by in the blink of an eye, and it's time to review our performance once again.

Governance

We have recorded no changes to our governance arrangements over the year.

Work has been carried out to ensure the requirements of the Fire Risk Assessment and the Playground Inspection Report were met or exceeded.

Last years AGM was held in February 2024 and the minutes are available. The meeting was attended by 19 Members and the Officer posts were filled with the exception of the Vice Chair. There is currently one position vacant.

Personnel

There has been one change to the PDCC Trustee Committee. During 2024 a request as received from the Parish Council to appoint a Representative. This was accepted by the PDCC Trustee Committee. It was agreed that having this role would strengthen the link between the two organisations, particularly where they overlap. Unfortunately, the person concerned has had to resign for personal reasons and this position is now vacant.

It hasn't ceased to amaze me the effort the Trustees put into making sure the Centre runs smoothly and that events are enjoyed by everybody who attends. I am grateful to them all, and hope that everybody is appreciative of their dedicated hard work.

Bookings and Events

The Community Centre continues to build on the successes of previous years.

The membership total, has once again, decreased. Our problem is that we are not attracting new members, whilst existing ones move on and leave. We are conscious of this and currently working on trying to improve matters. Please remember that if anybody does join now they will pay £5 per person until the end of the membership year.

We had an increase in the number of hirers (regular and private) over last year and this steady growth has helped increase our income during the year. As will be seen shortly, we have spent time looking at ways to improve the standard of the premises to make it a safer environment for visitors and enhance the user experience.

The Community centre is a venue for;

- Fitness classes,
- Dance and drama,
- Carpet bowls,
- Cribbage,
- Musicians,
- Art/history and photography
- The Friendship Club.
- Palgrave Parish Council meetings
- Private tuition
- Alternative learning
- Bereavement support
- Palgrave Church coffee mornings
- Palgrave school use
- Baby development

The playing field has been used for;

- Palgrave school,
- dog walking and other leisure users.
- outdoor playground
- u13's football ???

In June 2024 Palgrave's second Mini Music Festival was held at the Community Centre playing field. The musical contributions were arranged by the band, Red Heart on behalf of the PDCC. and Heidi Marie, Painting The Silence and Curtis Cronin performed. Again, the event was very well received, but unfortunately Red Heart have disbanded and we have been unable to get replacements to arrange and contribute to the Festival. Regrettably we will not be able to stage the Music Festival this year. We will, however, be having a fete with live music.

Improvements to the carpark and the toilets have worked to the benefit of both hirers and event attendees.

Enquiries and bookings for the hire of the hall are very healthy and demand is often outstripping supply. We remain mindful of the fact that this is a community centre and it is there for the benefit of the community. The income from the hirers is essential to the ongoing upkeep of the premises, but we will continue to look at ways to offer facilities to the wider community.

Attendance at the Cinema evenings has improved during the year, and they now run at a reduced loss.

Open Gardens proved very popular during the year and was our most profitable event. Similarly, the Garage Sale proved very popular during the year. Open Gardens takes place every other year, and therefore will not occur this year. The Garage Sale takes place in May.

The Quiz and Bingo nights continued to prove popular and we have several scheduled in for this year.

The Community Centre

The Community Centre was predominantly built in the 1980's and, as mentioned in previous years, absorbs a significant amount of the expenditure. I stated last year we would be focussing on life preserving repairs and improvements. During the year, the electrical cabinet was replaced and blinds installed over the fire doors to replace the curtains.

The car park was resurfaced during the year, and although we received a grant we still had to make a significant contribution. We have received positive feedback on this and it has improved entry, exit and parking for cars, and helped with visitors safety. We are aware that the driveway is showing signs of wear and we are working with the contractor to review this.

We also approved work to the playground to improve safety. This took place and has been paid for in the current year. We are also looking at further work including safety surfaces.

A remote assessment of the sums insured took place for insurance purposes and these have been increased to ensure we are adequately protected

Operationally the Centre generates a profit. Although we had high capital expenditure this year we were able to make small profit.

As in previous years, the bar has made a generous donation to the Community Centre and this is a welcome source of income. The bar is open for all members on a Friday night, and it would be good if more people were aware of it and attended.

This year our objectives will be the same as last in terms of improving visitor safety and comfort. We have a grant approved for CCTV on the outside of the building. This was in response to incidents that have happened recently and will help safeguard visitors and the Centre.

We are in the process of applying for further grants which will update the Centre for users, including; additional lighting around the building and the car park bollards, replacement kitchen cabinets and appliances, improving the surfaces around various items of play equipment, improving the lounge / bar area, and extending the patio at the back of the building and pathways around the building.

Whilst we do not expect to win all of these grants and we may have to compromise in some areas, we believe that doing just some of the changes will benefit the user experience.

The Field and Play Area

The annual cost of maintaining the field is high, and it is there for the benefit of the community and is enjoyed by many. We also hire it out for groups. Unfortunately we have experienced a couple of incidents involving dogs off leads, and have now had to implement the rule that dogs should be kept on leads when being walked on the field.

Thanks

Last year I listed the names of people that I wished to thank for their efforts in keeping the Centre and its Community offerings running smoothly. During the course of the year, I realised that I had missed a lot of people, who quietly work behind the scenes ensuring everything runs smoothly.

So this year, I have resisted including names, and have listed the various groups of people who do so much work in their own time to support the PDCC.

In no particular order;

- the contribution made over the year by the Trustees. Behind the scenes numerous meetings, conversations and decisions are taking place that are not always noticed by others in the community.
- The Centre Coordinator who provides ongoing facilitation of the day to day events.
- Volunteers who carry out general building maintenance which saves the Centre costs that they would otherwise have to pay to outside contractors.
- The Officers who diligently perform their duties to ensure good governance is maintained.
- The volunteers who administer and collect membership subscriptions.
- All the volunteers who help with the catering at our events, whether it is baking preparing, serving, clearing up, or generally providing a helping hand.
- The volunteers who contribute, collate, edit and distribute the Palgrave Star.
- The volunteers who serve behind the bar at events and on Fridays.
- The volunteers who help in maintaining and updating the social media and website.
- The volunteers who help promote, organise and present our regular events such as film, quiz and bingo nights.
- Those who help set up the hall for events, assist in running them and clear away afterwards.
- The regular and private hirers who help make the Centre a viable concern.
- And last but by no means least – those who attend the events.

Financial Review

The Treasurers Report details the financial position, and this report has commented on the highlights and areas of concern. We believe we are in a good position to be optimistic about the coming year.

Conclusion

There is little that I need to alter to last years conclusion. The Community Centre continues to provide services to the local community that are being utilised. Demand for the centre continues to grow and the events are well attended. There is no room for complacency however, and the Trustees continue to look for ways to maintain and improve the current position. The Trustees are aware that the repairs and improvements to the Centre are consuming our funds and that the need to adhere to new regulations will continue. We are actively working on ways to improve the facility and seek funding for these changes.

Palgrave & District Community Centre

Income and Expenditure Account 2023/24 year ended 30th
September 2024

22/23	INCOME	23/24
£1,185.00	Membership subs	£1,395.00
	Bar Donations	£4,300.00
	Others	
£3,065.00	Grants received / Donations	£15,222.25
£1,008.00	Rent (Community Club Bar)	£1,008.00
£13,739.00	Hire of facilities (Hall, Lounge and Playing Field)	£17,396.00
£775.00	Advertising Income	£977.00
	Sales (recycled glass)	£519.88
£6,374.00	FIT payments (turbine)	£7,896.63
	Mid Suffolk Recycling	£134.30
	Refunds	£1,107.52
	Income from events	
£527.00	Fete/open gardens	£3,854.25
£1,457.00	Music festival	£1,745.02
£428.00	Talks and exhibitions	£10.00
£658.00	Coffee mornings	£1,109.00
£758.00	Other Events	£2,604.00
	Donations from associated clubs	
£1,214.00	Palgrave cinema	£1,305.53
£417.00	Crib	£756.00
£719.00	Carpet bowls	£1,312.00
	All-Stars	£0.00
£60.00	Interest received (Deposit accounts)	£0.00
	Sundries	
£32,384.00	Total Income	£62,652.38

Palgrave & District Community Centre

Income and Expenditure Account 2023/24 year ended 30th September 2024

22/23	Expenditure	23/24
£261.00	Admin and office expenses	£419.09
£30.00	Professional fees (accountancy)	£1,738.81
£5,780.00	Payroll	£6,360.00
£716.00	Licence fees	£174.40
£1,496.00	Insurance	£1,869.70
£3,916.00	Printing Palgrave Star	£4,309.00
	Printing other	£513.40
£2,400.00	Light and Heat Electricity	£4,402.34
£304.00	Wi Fi	£336.94
£420.00	Water charges	£130.00
£337.00	Waste disposal	£407.39
£318.00	Caretaking and Cleaning	£239.84
£29,992.00	Building repairs and maintenance	£29,064.80
£1,043.00	Hall Equipment	£1,908.35
£2,400.00	Playing Field	£2,235.55
£840.00	Turbine Repairs & Maintenance	£867.60
£715.00	Play Equipment	£0.00
£312.00	Mini Music Festival	£0.00
£1,357.00	Palgrave Cinema	£1,148.40
£795.00	Misc expenses (incl. Refunds)	£4,197.84
£53,432.00	Total Expenditure	£60,323.45

PALGRAVE & DISTRICT COMMUNITY CENTRE

INCOME AND EXPENDITURE ACCOUNT, 1ST OCTOBER 2023-29TH SEPTEMBER 2024

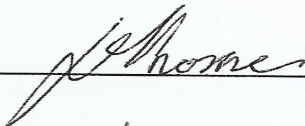
2022/23 £	CASH BALANCES	2023/2024 £
54,238	Total cash funds b/fwd as of October 1 st	33,191.03
	Income £62,652.38	
	Expenditure £60,323.45	
(21,048)	Movement in cash resources	2,328.93
	Deposit account interest	126.50
	Event Float (previously called Petty Cash)	150.00
33,191	Cash funds c/fwd at 30 th September	35,796.46

ANALYSIS OF CASH FUNDS

22,870	Treasurer`s current account	25,198.96
10,070	Deposit account (Reserve)	10,197.50
250	Event Float (Petty cash)	400.00
<hr/> 33,191	TOTAL FUNDS	<hr/> 35,796.46

These accounts were prepared on a receipt and payments basis by the Treasurer and independently

examined by Janet Thorne :



Date: 17th February 2025


_____ Treasurer

Notes to income and expenditure

1. The Income and Expenditure reports are prepared on the basis of monies paid and received during the year. Therefore, not all entries have been incurred during the financial year. Some larger sums (but not all) incurred in previous years are included in the notes.

Expenses

2. Misc. Exp. Expenditure includes;
 - a. £276 Catering for Music Festival
 - b. £120 Bike rack
 - c. £256 Catering for Open Gardens
 - d. £193 Easter Bingo prizes etc.
 - e. £195 Building sum insured assessment for insurance
 - f. £140 Man in Hat expenses.
 - g. £1,161 Total
3. No payment was made to PPL and PRS for the music licences as we were in credit from previous years (See note 11)
4. Printing includes a payment of £216 for Open Garden banners which are re-usable.
5. Water charges have reduced from last year due to the account being in credit.
6. Licence fees for the cinema are included under the Cinema heading and total £1,148.40
7. Professional Fees include £420 for a fire risk assessment, £519.57 for fire and security improvements / maintenance. £495.61 was posted under this heading for grass cutting that should be allocated to "Playing field".

Income

8. The bar donation includes a figure of £2,300 from the previous Year
9. The Grants Income includes a £15,000 payment from Mid Suffolk Council for the car park.
10. The Hirers Income includes refundable deposits. Misc. Exp. and Refunds (in Expenditure) includes £2,196 for the refunds.
11. Refunds include £856 for previous years overpayments for the PPL and PRS music licence fee.

PALGRAVE AND DISTRICT COMMUNITY CENTRE

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Treasurers Report for the PDCC February 19th 2024

Accounting year Oct 1st 2022-30th September 2023

I`ve now been the treasurer of the PDCC for a whole year. I don`t have an accounting background so, to get the accounts ready for this AGM, I had to learn basic accounting and how to use a spreadsheet. I`ve even had to grasp the concept of double entry bookkeeping! So this year has been a sharp learning curve. This wouldn`t have been possible without the help and support of Graham Leigh, Nancy Hitchin and Jan Thorn. So a big thank you to them on my behalf.

As you will see from this years Financial Summary, our end balance is considerably less than at the end of 2021-2022. If you look at ` building repairs and maintenance` you get a clue as to why this is. As planned in 2021-2022, this year we completely refurbished all the toilets and sinks. This has put us in a good position to promote our weekly source of income-our regular hirers. It will hopefully also help to attract more weekend hirers . The income from the latter hirers has increased steadily over the year. Hire income overall is slightly up over the last financial year.

Our continuing popularity with hirers is in no small part due to the extreme cleanliness of the Centre, and the

welcoming environment, both down to our Centre Co-ordinator Jane Lockwood. I would like to thank her on behalf of all the PDCC Trustees.

Fundraising through our own organised events is a bit more variable. Although all events have made a profit, some seem less popular than previously, eg coffee mornings, and we will monitor this.

The Open Garage event proved popular, and the plant stall was a great success.

The Mini-Music Festival, which we have never held before, was a brilliant event attended by many from the village, and made a very good profit. It will be repeated this summer.

Seeming anomalies in this years figures, compared to last years, can be explained in the following ways-

- Turbine income- Last years figure of £12,378 proved to be the result of payments from 2021-2022 arriving late because of a disruption in meter reading, which is carried out by PDCC volunteers. 2021`s income was only £1,107. A normal years income seems to be between £6,000 and £6,5000. Meter reading is now regular and reliable.
- Water charges- It appears that we used a lot more water this year compared to last- £420 compared to £96. The reality is that the Water Company were only

charging £8 per month in 21-22, which was too low for our usage. This year the D.D. was changed to £38 per month, with the result that we now have £140 credit. Consequently, our D.D. has now been reduced to £6 per month. I will monitor this so it does not happen again.

To summarise, we have invested in the renovation of the building, which has placed us in a good position to attract hirers during 2024. Hopefully the re-surfaced car park, to be paid for out of 2023-2024 income and a grant, will help with this. We will continue to fundraise over the next few years to hopefully replace this years expenditure.

Valerie Firth (Treasurer PDCC)

PALGRAVE AND DISTRICT COMMUNITY CENTRE

England & Wales - Charity number 269132

Accounts



PDCC Chair's Report 2022

Governance

For the first time since I've been Chair of the PDCC the year was unaffected by COVID lockdown restrictions and we were able to hold our monthly Trustee Committee meetings at the Centre.

We have recorded no changes to our governance arrangements over the year.

Personnel

The PDCC Trustee Committee has had a few changes this year. New Trustee, Valerie Firth was elected at the January 2022 Trustee meeting and became Treasurer in June. Sian Bunbury was elected as Committee Secretary at the June meeting.

I would like to thank Heather Goddard, who stood down as a Trustee and Secretary in May 2022 after 11 years of service to spend more time with her family but continues as editor of the Palgrave Star. Heather has fulfilled a number of roles during her time on the Committee including Treasurer and Bookings Secretary.

Trustee, John Kilgannon will not be seeking re-election this year because of retirement. John has been a PDCC Trustee since he moved to Palgrave 29 years ago. He took on the Chairship in his first year as a Trustee and continued for an eight-year period. He remained a Trustee but took a break from leading the Committee. He then accepted the Chairship for a second time. In addition during his time as a Trustee he had two stints as Vice-Chair. John played a pivotal part in the funding bids and in the planning applications for our wind turbine. He has also directed and overseen the lighting of the fireworks for the annual Palgrave Firework evening for 25 years. Above all, John has given much time and dedication to the role of Trustee and has made a big and positive difference to our community. He has always been willing to have an informed debate at meetings and made well thought out decisions. John has never been afraid to voice his opinions which are however, always tempered by his kindness and his great sense of humour. In my own stint as Chair I have been most fortunate in John's wise counsel. I have trusted and relied upon his extraordinary knowledge of all aspects of the PDCC! John's retirement leaves a gap in our Committee which will be so hard to fill, but I can say, on behalf of the Trustee Committee, that we will follow the example he has set and do our very best for Palgrave and for the Community Centre.

I am of course most grateful for the commitment and enthusiasm of each of our Trustees.

The year's highlights

The Community Centre has been very busy over the year. On average, every month we have 70+ bookings and the Centre is fully booked from Monday to Thursday

evenings by our regular hirers. Our community centre is now a regular venue for fitness classes, dance and drama, carpet bowls, cribbage, musicians, art and photography and the Friendship Club. These activities have been facilitated by Jane Lockwood, our Centre Coordinator and I would like to thank her for her hard work. The playing field is used regularly by a fitness bootcamp and Palgrave school, and by dog walkers and other leisure users. At the request of parents, we have also erected a netball post on the field to encourage even more outdoor activities.

The monthly Saturday cinema evenings have been extremely popular and we have seen rising attendance. Thanks go to Michael Rogers for organising and managing the cinema evenings.

This year the PDCC have hosted a number of successful village events: Garage Sales in May; four days of Queens's Platinum Jubilee celebrations in June; the "Red Heart" rock band and Barbeque in August and a number of coffee mornings took place throughout the year.

I would like to give special thanks to the Jubilee events group (Jane McClintock, Helen Thorburn, Sian Bunbury, Cllr. Wendy Cooper and Jane Lockwood) for organising and coordinating the many Jubilee events over the four days. Johnny Ling should also be mentioned for his musical evening at the Grange Music Museum and his kind donation of the takings from this event.

Many new residents have moved into Palgrave over the year and I'm sure we would all like to extend a warm welcome to them. We would be delighted to have additional trustees and/or volunteers for specific projects and events.

In the summer, the Palgrave All Stars children's sports activity returned to the playing field led by George Georgiou – his enthusiasm and commitment is very much appreciated.

The Charity Commission requires that the bar is run as a separate business entity, the "Palgrave Community Club" which continues to provide a significant financial contribution to PDCC funds. The Community Club Bar is open for regular Friday evening sessions and also provides an external bar for hirers and for PDCC events. Our appreciation goes to each volunteer on the bar committee and in particular to bar manager, Lee Lockwood and Chair of the Bar Committee, Eric Milne.

Lee must also be thanked for the many hours he spends dealing with maintenance contractors at the Centre as well as the mountain of maintenance work he undertakes as a volunteer.

The Palgrave Star magazine is wholly funded by the PDCC. A copy is delivered to every household in the village. I give thanks to the editor, Heather Goddard and the distributor, Cllr. Marian Sneddon and also to the many volunteers in our community who deliver it each month.

I would also take this opportunity to thank Phil Dyer for his hard work managing our website.

Financial Review

A full overview of the PDCC financial performance is available in the accounts, which have been made available to the members along with the Treasurer's Report.

We were pleased to secure £1000 funding towards new stage curtains from the Arnold Clark Trust. We were also left £1000 by Michael Bailey which was put towards a defibrillator which we plan to fix outside of the Community Centre.

Future Plans

We are keen to continue to develop Palgrave Community Centre as a hub of community activity for everyone in the village. A facility which offers opportunities for the whole community to meet, stay active, learn new skills and volunteer. A thriving asset at the very heart of our village.

Palgrave & District Community Centre was built by the local community and is run by a charity. We do not receive local authority or parish council funding towards our running costs. This means that we have to be self-sufficient. We have plans to enhance and improve our facilities – we must ensure that the building is in a good state of repair, it was built in 1986 and is now showing signs of wear and requires updating. The playing field also requires regular maintenance. All this comes at a cost and we must therefore explore any funding options available to us. Our efforts will safeguard the future of the Centre and ensure that it provides our local community with a high-quality, affordable and accessible facility.

We want to know more about what people think the Centre should provide in terms of activities, events and services, so that we can shape our offer accordingly.

Clearly then, we must engage with as many of Palgrave's residents as possible to find out what the local community wants from the Centre.

Conclusion

We are looking forward to another active year and encourage the community to support events at the Centre. We are looking to the whole community to find people who are able to help, either as Trustees or as volunteers for specific tasks so please contact me if you would like to get involved.

Finally I would like to thank everyone who has volunteered at village events and to our members who provide much valued support.

PALGRAVE & DISTRICT COMMUNITY CENTRE

Income and Expenditure Account, 2021/22 - year ended 30th September, 2022.

2020/21		INCOME	2021/22	
£	£		£	£
	820	Membership subscriptions		900
		Donations:		
-		Palgrave & District Community Club	-	
82	82	Others	2,242	2,242
	20,233	Grants received		350
	1,008	Rent (Community Club)		1,008
4,710		Hire of facilities: Hall, lounge & playing field	13,266	
incl above	4,710	Lounge	incl above	13,266
	1,045	Advertising income		908
	261	Sales: Recycled glass		249
	1,107	FIT payments received		12,378
		Income from Events:		
-		Fete	-	
2,179		Open Gardens	-	
-		Talks & Exhibitions	-	
399	2,577	Others	4,395	4,395
		Donations from associated clubs:		
113		Palgrave Cinema	633	
-		Friendship Club	-	
21		Carpet Bowls & Crib	71	
-	134	All Stars	-	703
	1	Interest received: deposit accounts		2
		Sundries		-
	31,978	Total income		36,400

PALGRAVE & DISTRICT COMMUNITY CENTRE

Income and Expenditure Account, 2021/22 cont. - year ended 30th September, 2022.

2020/21		EXPENDITURE	2021/22	
£	£		£	£
	379	Administration & office expenses		377
	-	Professional fees: accountancy		-
	3,033	Payroll		5,200
	140	Licence fees		1,362
	1,633	Insurance		1,727
3,215		Printing Palgrave Star	3,917	
183	3,398	Printing - other	-	3,917
	(254)Cr	Light & heat: electricity		1,384
	355	Wifi		271
	96	Water charges		96
	313	Waste disposal		320
	-	Keyholding		-
	2,379	Caretaking & cleaning		431
		Property expenses:		
1,028		building repairs & maintenance	13,168	
368		hall equipment	1,290	
1,445		playing field	7,042	
1,775		turbine repairs & maintenance	840	
180	4,796	play equipment	180	22,520
		Cost of staging Events:		
39		Fete	-	
-		Talks & Exhibitions	50	
144	184	others	535	585
	-	PDCC 100 Club		-
	100	Palgrave Cinema		813
	-	Palgrave All Stars		886
	-	Capital expenditure	-	
	1,716	Football project		-
	1,882	Wild flower project		192
	-	Miscellaneous expenses		-
	-	Loan repayment		-
	20,150	Total expenditure		40,082
	11,828	Net Income/(expenditure)		(3,681)

PALGRAVE & DISTRICT COMMUNITY CENTRE

Income and Expenditure Account, 2021/22 cont. - year ended 30th September, 2022.

2020/21	CASH BALANCES	2021/22
£		£
46,091	Cash funds b/fwd as at 1st October	57,920
11,828	Movement in cash resources	(3,681)
<hr/> 57,920	Cash Funds c/fwd as at 30th September	<hr/> 54,238
	Analysis of Cash Funds:	
47,821	Treasurer's current account	44,138
10,009	Deposit account	10,011
90	Petty cash	90
<hr/> 57,920		<hr/> 54,238

These Accounts were prepared by the Treasurer and

independently examined by, Graham Leigh: _____

Date: 4th February 2023

PALGRAVE & DISTRICT COMMUNITY CENTRE

Income and Expenditure Account, 2021/22 - year ended 30th September, 2022.

2020/21		INCOME	2021/22	
£	£		£	£
	820	Membership subscriptions		900
		Donations:		
-		Palgrave & District Community Club	-	
82	82	Others	2,242	2,242
	20,233	Grants received		350
	1,008	Rent (Community Club)		1,008
4,710		Hire of facilities: Hall, lounge & playing field	13,266	
incl above	4,710	Lounge	incl above	13,266
	1,045	Advertising income		908
	261	Sales: Recycled glass		249
	1,107	FIT payments received		12,378
		Income from Events:		
-		Fete	-	
2,179		Open Gardens	-	
-		Talks & Exhibitions	-	
399	2,577	Others	4,395	4,395
		Donations from associated clubs:		
113		Palgrave Cinema	633	
-		Friendship Club	-	
21		Carpet Bowls & Crib	71	
-	134	All Stars	-	703
	1	Interest received: deposit accounts		2
		Sundries		-
	31,978	Total income		36,400

PALGRAVE & DISTRICT COMMUNITY CENTRE

Income and Expenditure Account, 2021/22 cont. - year ended 30th September, 2022.

2020/21		EXPENDITURE	2021/22	
£	£		£	£
	379	Administration & office expenses		377
	-	Professional fees: accountancy		-
	3,033	Payroll		5,200
	140	Licence fees		1,362
	1,633	Insurance		1,727
3,215		Printing Palgrave Star	3,917	
183	3,398	Printing - other	-	3,917
	(254)Cr	Light & heat: electricity		1,384
	355	Wifi		271
	96	Water charges		96
	313	Waste disposal		320
	-	Keyholding		-
	2,379	Caretaking & cleaning		431
		Property expenses:		
1,028		building repairs & maintenance	13,168	
368		hall equipment	1,290	
1,445		playing field	7,042	
1,775		turbine repairs & maintenance	840	
180	4,796	play equipment	180	22,520
		Cost of staging Events:		
39		Fete	-	
-		Talks & Exhibitions	50	
144	184	others	535	585
	-	PDCC 100 Club		-
	100	Palgrave Cinema		813
	-	Palgrave All Stars		886
	-	Capital expenditure	-	
	1,716	Football project		-
	1,882	Wild flower project		192
	-	Miscellaneous expenses		-
	-	Loan repayment		-
	20,150	Total expenditure		40,082
	11,828	Net Income/(expenditure)		(3,681)

PALGRAVE & DISTRICT COMMUNITY CENTRE

Income and Expenditure Account, 2021/22 cont. - year ended 30th September, 2022.

2020/21	CASH BALANCES	2021/22
£		£
46,091	Cash funds b/fwd as at 1st October	57,920
11,828	Movement in cash resources	(3,681)
<hr/> 57,920	Cash Funds c/fwd as at 30th September	<hr/> 54,238
	Analysis of Cash Funds:	
47,821	Treasurer's current account	44,138
10,009	Deposit account	10,011
90	Petty cash	90
<hr/> 57,920		<hr/> 54,238

These Accounts were prepared by the Treasurer and

independently examined by, Graham Leigh: _____

Date: 4th February 2023

PALGRAVE AND DISTRICT COMMUNITY CENTRE

England & Wales - Charity number 269132

Accounts



PDCC Chairperson's Report 2021

Governance

Our financial year began with lockdown restrictions in October, which lifted briefly and were then reinstated in January. So, from October to May the PDCC held our monthly Trustee Committee meetings via Zoom. You may remember that our last AGM was held virtually and did not take place until March 2021. I was elected Chair of the PDCC at that meeting and what a term it has been! Thankfully, from June onwards we were able to hold Trustee Committee meetings at the Centre.

This year, several of our policies have been updated and reviewed (Equality, Diversity & Inclusion Policy and Disciplinary Policy) and the documents are available via the PDCC website. Thanks go to Phil Dyer for his help with this. We have tried to keep our suite of policies to a minimum while at the same time complying with official guidelines and regulations.

I was finally notified in October that the Charity Commission had given us permission to allow our Centre Coordinator to stand as a Trustee, previously our constitution had forbidden an employee to also be a Trustee.

Personnel

The PDCC Trustee Committee has remained fairly static this year. Sadly however, we have four Trustees who will not be seeking re-election this year.

Peter Humphries, who has been Treasurer since his election in 2019 has decided to step down and the Committee would like to give thanks for his excellent work and his enthusiasm. Peter will still be helping with the accounts behind the scenes which is much appreciated.

I am most grateful for the energy, enthusiasm and dedication of each of the Trustees. Special mention must be made of Jean Potter, a founder member of the PDCC and our longest standing committee member who has been a valued Trustee since before 1986. Thank you, Jean, it is because of you and your contemporaries that we are all sitting here now!

The year's highlights

The Centre opened its doors again in May and bookings for classes and events have escalated – in September we took more than 70 bookings. Our community Centre is now a regular venue for fitness classes, carpet bowls, musicians, an art group and the friendship group. The playing field is used by a fitness bootcamp, the school, dog walkers, and latterly by the Palgrave Wanderer football teams. These activities have been facilitated by Jane Lockwood, our Centre Coordinator and by Carol Hardstone, our Bookings Secretary. Thanks go to them both for their diligence and industry.

The cinema has also been extremely popular and we have had capacity attendance since its return. Thanks go to Michael Rogers for organising and managing the cinema evenings.

This year the PDCC have hosted several very successful village events; Open Gardens in May, the Garage Sale and a “Newcomers Welcome” Barbeque in September and I would like to give special thanks to Jane McClintock and Helen Thorburn for coordinating these events and for their fabulous catering skills.

Many new residents have moved into Palgrave over the year and I’m sure we would all like to extend a warm welcome to them. We would be delighted to have additional trustees and/or volunteers for specific projects and events.

Unfortunately we were forced to cancel our annual firework event because larger than usual crowds were expected and we didn’t have enough volunteers to steward the event safely. However, much work had been undertaken before it was cancelled and I would like to thank all those involved and particularly to John Kilgannon who has overseen the lighting of the fireworks for 25 years.

The Palgrave All Stars children’s sports activity has also returned to the playing field most ably led by George Georgiou – his enthusiasm and commitment is very much appreciated.

You may remember that two years ago the Charity Commission required us to run the bar as a separate entity, the Community Club. Nevertheless it continues to provide a significant financial contribution to PDCC funds. The Community Club Bar reopened in August with regular Friday evening sessions and serving for events. Our appreciation goes to each volunteer on the bar committee and in particular, to bar manager, Lee Lockwood.

Lee must also be thanked for the many hours he spends dealing with maintenance contractors at the Centre and the Sports Hut, as well as the maintenance work he undertakes as a volunteer.

The Palgrave Star magazine is wholly funded by the PDCC. A copy is delivered to every household in the village. I give thanks to Heather Goddard and Jane McClintock for producing it and also to the members of our community who deliver it each month.

I would also take this opportunity to thank Laura Foster for her work administering the PDCC Facebook page and to Phil Dyer for managing our website.

Thanks to Pete and Eric, the Centre is now Wi-Fi enabled which allows us to take card payments, a necessary and much welcomed facility.

We celebrated 10 years of pollution-free electricity generated by the playing field wind turbine. Throughout the various lockdowns and restrictions on activities at the Centre the only reliable and consistent source of income has been from the turbine. We may not have used as much of our pollution free electricity as normal but the Feed-in Tariff from the utility company will contribute to the essential planned updating of the Centre together with unforeseen remedial work to the heating system and on the field. We produced nearly 20,000kW in the year generating gross income of around £6,600 It

also means that we will be shielded from the proposed utility cost increases which are likely to place major strains on other community centres.

The rewilding of the periphery of the playing field is at last completed and the area has been sown with wildflowers. Thanks go to all the volunteers, led by Ian McClintock and Phil Dyer, who worked so hard on this project and to Mid-Suffolk District Council which awarded the PDCC a Locality Grant to cover costs.

Sadly the Palgrave Gardening and Social Group has ceased running but they kindly voted to donate their cash reserves to be divided between three organisations in the village – Palgrave School, St Peter's Church and Palgrave Community Centre. The donation was gratefully received and I would like to thank Pat Leigh and the other members of the group for the kind gesture.

Financial Review

The effect of Covid over the previous two years has had a significant impact on the operational activities of the Centre; however the Trustees have managed funds prudently over this period. Like many small businesses and charities, the PDCC has been eligible for COVID-19 support grant funding and the Trustees have been successful in securing this money, which seemingly leaves the Centre in a strong financial position. However, this has to be tempered against the costs associated with the toilet refurbishment, the rerouting of the water supply to the Community Centre, the replacement of the heating system and refurbishment of the sports hut and maintenance of the playing field. These are all costs which will have to be covered in the coming year.

A full overview of the PDCC financial performance is available in the accounts, which have been independently examined and have been made available to the members along with the Treasurer's Report.

Future Plans

We are eager to continue to develop Palgrave Community Centre as a hub of community activity for everyone in the village. A facility which offers opportunities for the whole community to meet, stay active, learn new skills and volunteer. A thriving asset, at the very heart of our rural community.

Unusually perhaps, Palgrave Community Centre is run by a charity and we do not receive local authority or parish council funding towards our running costs. This means that we have to be self-sufficient. We have plans to enhance and improve our facilities and the PDCC has just embarked upon a complete refurbishment of the toilet facilities at the Centre – we must ensure that the building is in a good state of repair, it was built in 1986 and is now showing signs of wear and requires updating. The playing field also requires regular maintenance. All this comes at a cost and we must therefore explore the available funding options. Our efforts will safeguard the future of the Centre and ensure that it provides a high-quality, affordable and accessible community facility.

We want to know more about what people think the Centre should provide in terms of activities, events and services, so that we can shape our offer accordingly.

Clearly then, we must continue the work started in 2019, consulting and engaging with as many of Palgrave's residents as possible to find out what the local community wants from the Centre. We had planned to undertake this exercise during 2021 but it has been delayed because of the volume of work this year and will now take place in early 2022.

Conclusion

We are looking forward to another active year and encourage the community to support events at the Centre. We are looking to the whole community to find people who are able to help, either as Trustees or as volunteers for specific tasks so please contact me if you would like to get involved. Finally I would like to thank every one of the Trustees for the time and commitment that they give to the Centre, to all those who volunteered at village events and to our members who provide much valued support.

PDCC Treasurer's Report

Income

The PDCC have been proactive in applying for grant funding to ensure the Covid bounce back. As a result, this financial year we have secured £17,907 in Covid support funding, the largest single grant being for £8000 which is the MSDC Kickstart funding. This money will obviously significantly help the PDCC to recover from Covid and deliver future community benefits. A further £2230 funding was secured for the Wildflower project.

Facility hire income has not yet recovered to pre-pandemic levels, but we are seeing good levels of hiring from regular clubs and have increased the playing field is now steadily supplementing the centre's income. Hiring income is £4710 for the year.

A handful of successful events have brought in £2577 of income. This again doesn't achieve pre-pandemic levels seen in the past, however the events have been extremely successful and well received by the community.

The FIT income (income generated from the wind turbine) doesn't reflect the true performance in the year. As the Chair's report implies, income is more in the region of £6600, but due to timing on receiving the money, the annual accounts only reflect income of £1107. Note that on the 05/10/21 we received a payment of £6378 which, although nearly entirely related to this financial year, falls just outside of the annual accounting period.

The Community Bar has continued to pay monthly rent all throughout the year, even though it has not been able to operate normally, and advertising income is consistent with previous years.

Expenditure

Our payroll and cleaning/caretaking costs are our main operating expense. Repairs have been required in the year and cleaning is required to an increased level for lower volume of hirers due to covid compliance requirements.

Property expenses have included some unforeseen plumbing and wind turbine repairs. Otherwise, the costs are predominantly for grass cutting.

Distribution of the Star has continued all throughout the year, which whilst generating a good level of advertising income as mentioned, is also a reasonable item of expenditure to the centre.

Two projects have been running this year, the Wildflower project, and the project to bring the playing field pavilion up to a usable state to enable the football pitch to be brought back in to use. The Wildflower project has been predominately funded by the MSDC locality grant and the pavilion funded by the PDCC, which unlocks the ability to generate an additional revenue stream.

Note that the heat and light is in a credit position due to overpayment on monthly direct debits within the year. This has now been reduced to more reflect the usage.

Conclusion

Overall, there has been a net increase in the cash position of £11828, predominantly due to the grant funding received. This leaves the PDCC in a strong position to continue to recover from the pandemic and deliver on its constitution and serve the community.

Accounts

PALGRAVE & DISTRICT COMMUNITY CENTRE				
Income and Expenditure Account, 2020/21 - year ended 30th September, 2021.				
2019/20		INCOME	2020/21	
£	£		£	£
		Membership subscriptions		820
	1,620	Donations:		
		Palgrave & District Community Club	-	
1,219		Others		
509	1,728		82	82
		Grants received		20,233
	11,200			
		Rent (Community Club)		1,008
	1,008			
4,303		Hire of facilities: Hall, lounge & playing field	4,710	
		Lounge	incl above	
1,490	5,793			4,710

	1,000	Advertising income		1,045
	97	Sales: Recycled glass		261
	10,132	FIT payments received		1,107
		Income from Events:		
-		Fete	-	
1,333		Open Gardens	2,179	
207		Talks & Exhibitions	-	
1,011	2,551	Others	399	2,577
	-	PDCC 100 Club		-
		Donations from associated clubs:		
756		Palgrave Cinema	113	
-		Friendship Club	-	
251		Carpet Bowls & Crib	21	
698	1,705	All Stars	-	134
	5	Interest received: deposit accounts		1
	43	Sundries		-
	-			
	-			
	36,881	Total income		31,978
		PALGRAVE & DISTRICT COMMUNITY CENTRE		
		Income and Expenditure Account, 2020/21 cont. - year ended 30th September, 2021.		

2019/20		EXPENDITURE	2020/21	
£	£		£	£
	211	Administration & office expenses		379
	-	Professional fees: accountancy		-
	-	Payroll		3,033
	736	Licence fees		140
	1,599	Insurance		1,633
2,590		Printing Palgrave Star	3,215	
53	2,643	Printing - other	183	3,398
	1,920	Light & heat: electricity		- 254
	-	Wifi		355
	56	Water charges		96
	236	Waste disposal		313
	1,360	Keyholding		-
	4,485	Caretaking & cleaning		2,379
		Property expenses:		
2,204		building repairs & maintenance	1,028	
149		hall equipment	368	
3,491		playing field	1,445	
816		turbine repairs & maintenance	1,775	
180	6,840	play equipment	180	4,796
		Cost of staging Events:		
863		Fete	39	
6		Talks & Exhibitions	-	
17	885	others	144	184

	-	PDCC 100 Club		-
	626	Palgrave Cinema		100
	324	Palgrave All Stars		-
-		Capital expenditure	-	
-		Football project		1,716
		Wild flower project		1,882
	45	Miscellaneous expenses		-
	-	Loan repayment		-
	21,967	Total expenditure		20,150
	14,913	Net Income/(expenditure)		11,828
		PALGRAVE & DISTRICT COMMUNITY CENTRE		
		Income and Expenditure Account, 2020/21 cont. - year ended 30th September, 2021.		
2019/20		CASH BALANCES	2020/21	
	£			£
	31,178	Cash funds b/fwd as at 1st October		46,091
	14,913	Movement in cash resources		11,828
	46,091	Cash Funds c/fwd as at 30th September		57,920
		Analysis of Cash Funds:		

	35,993	Treasurer's current account		47,821
	10,008.06	Deposit account		10,009
	90	Petty cash		90
	46,091			57,920
	These Accounts were prepared by the Treasurer and			
	independently examined by Graham Leigh			
	Date:	10.11.2021		

PALGRAVE AND DISTRICT COMMUNITY CENTRE

England & Wales - Charity number 269132

Accounts

PDCC Financial Review 2019-2020

The turbulence experienced in the financial year (Oct 2019 – Sep 2020) makes it difficult to summarise the financial performance of the centre without breaking it into key periods and activities. To help the members to disseminate, we have analysed the performance as follows:

Operating activities Oct 19 – Feb 20

Operating activities Mar 20 – Sep 20

Exceptional items

Cash balance

Operating activities Oct 19 – Feb 20

Positive net cashflow: £1,465

This period saw a good level of activity. Regular hall hires continued, we had additional interest from new activity providers and private bookings were performing well. Note the cost of fireworks was born ion the previous financial year but the income was accounted for in this financial year, so the positive cashflow is somewhat distorted as a result, but a good start to the year, nonetheless.

Operating activities Mar 20 – Sep 20

Negative net cashflow: -£5,566

COVID had the following key financial impacts on the centre:

- Refunds given to private hall hirers
- Cancellations of regular hall hirers
- Significant increase in cleaning requirements for the reduced activities that were able to continue
- Continued upkeep/maintenance costs required to the centre and playing field.

Note this negative cashflow does however include our maintenance and cleaning contract costs which, throughout the closure was diverted to the task of redecorating throughout the centre. Taking this into consideration, the operational loss has bought some much-needed work at a very favourable rate.

Exceptional items

Grant funding: £11,200

- The centre was eligible for the Mid Suffolk District Council small business covid relief funding, and the Trustees agreed that it was our fiduciary responsibility to apply for this grant. We were successful in our application and received £10,000 in the year.
- The children's sports activities club Palgrave All-Stars was also successful in securing £1,200 in funding through the MSDC Locality Award. This money is ringfenced and as yet unspent.

Wind Turbine net income: £9,413

The reduced energy usage of the centre has meant that even more clean energy has been pushed back into the grid and has achieved a fantastic financial return this year. This figure is somewhat skewed as some of this energy usage related to the previous financial year.

Insurance cost: -£1,599

Cash balance

The Trustees have tried to keep costs down whilst managing the expectations and requirements of our hirers. Money has been spent wisely on the refurbishment in preparation for reopening, and grant funding alongside wind turbine income has bolstered our cash balances, leaving us with a health cash position of £46,091 at the end of the year.

Conclusion

The Trustees recognise that the strong performance this year leaves the centre in a healthy financial position to tackle the challenges that will come with the recovery once covid restriction end. It also presents a fantastic opportunity to look at investments and improvements needed in the future to ensure that the centre remains a valuable community asset for generations to come.

PALGRAVE & DISTRICT COMMUNITY CENTRE

Income and Expenditure Account, 2019/20 - year ended 30th September, 2020.

2018/19		INCOME	2019/20	
£	£		£	£
	1,685	Membership subscriptions		1,620
		Donations:		
3,574		Palgrave & District Community Club	1,219	
359	3,933	Others	509	1,728
	-	Grants received		11,200
	1,008	Rent (Community Club)		1,008
7,546		Hire of facilities: main Hall	4,303	
1,927	9,473	Lounge	1,490	5,793
	1,545	Advertising income		1,000
387		Sales: Recycled glass	97	
290	677	Calendars	-	97
	2,554	FIT payments received		10,132
		Income from Events:		
1,871		Fete	-	
-		Open Gardens	1,333	
3,335		Talks & Exhibitions	207	
6,006	11,212	Others	1,011	2,551
	-	PDCC 100 Club		-
		Donations from associated clubs:		
40		Palgrave Cinema	756	
159		Friendship Club	-	
793		Carpet Bowls & Crib	251	
56	1,048	All Stars	698	1,705
	5	Interest received: deposit accounts		5
	-	Sundries		43
	33,140	Total income		36,881

PALGRAVE & DISTRICT COMMUNITY CENTRE

Income and Expenditure Account, 2019/20 cont. - year ended 30th September, 2020.

2018/19		EXPENDITURE	2019/20	
£	£		£	£
	545	Administration & office expenses		211
	840	Professional fees: accountancy		-
	961	Licence fees		736
	1,622	Insurance		1,599
3,610		Printing Palgrave Star	2,590	
380	3,990	Printing - other	53	2,643
	1,311	Light & heat: electricity		1,920
	58	Water charges		56
	623	Waste disposal		236
	1,654	Keyholding		1,360
	2,876	Caretaking & cleaning		4,485
		Property expenses:		
12,969		building repairs & maintenance	2,204	
467		hall equipment	149	
2,442		playing field	3,491	
5,892		turbine repairs & maintenance	816	
503	22,273	play equipment	180	6,840
		Cost of staging Events:		
757		Fete	863	
958		Talks & Exhibitions	6	
1,614	3,330	others	17	885
	111	PDCC 100 Club		-
	150	Palgrave Cinema		626
	56	Palgrave All Stars		324
	399	Capital expenditure	-	
	96	Miscellaneous expenses		45
	6,000	Loan repayment		-
	46,893	Total expenditure		21,967
	(13,753)	Net Income/(expenditure)		14,913

PALGRAVE & DISTRICT COMMUNITY CENTRE

Income and Expenditure Account, 2019/20 cont. - year ended 30th September, 2020.

2018/19	CASH BALANCES	2019/20
£		£
44,931	Cash funds b/fwd as at 1st October	31,178
(13,753)	Movement in cash resources	14,913
31,178	Cash Funds c/fwd as at 30th September	46,091
	Analysis of Cash Funds:	
21,084	Treasurer's current account	35,993
10,003	Deposit account	10,008
90	Petty cash	90
31,178		46,091

These Accounts were prepared by the Treasurer and

independently examined by, Graham Leigh: _____

G. Leigh

Date:

6^m March 2021



PALGRAVE & DISTRICT COMMUNITY CENTRE

Charity No. 269132

The Minutes of the virtual Annual General Meeting held on Wednesday 17th March 2021, commencing at 7.30 pm

Present: Sharon Cousins-Clarke, Phil Dyer, Laura Forster, George Georgiou, Heather Goddard, Dave Griffiths, Carol Hardstone, Diane Henderson, Peter Humphreys, John Kilgannon, Sophie Kilgannon, Graham & Pat Leigh, Jane Lockwood, Lee Lockwood, Ian McClintock, Jane McClintock, Hazel Massey, Eric Milne, Michael Rogers (also representing Palgrave Cinema), Heribert & Kathryn Westerveld, & Derek Clarke

Sharon Cousins-Clarke introduced herself and advised she would be chairing the meeting and also explained how the meeting would run as this was the first time the PDCC had done the AGM via Zoom.

1. **Apologies for absence** were received from Jean Potter, Tracey Shaughnessy & Helen Thorburn
2. **The Minutes** of the last AGM, held on 20th November 2019, had been previously sent out via email to those that were present. There being no comments or questions the minutes were duly signed as a true record by HG, the PDCC secretary.
3. **The Chairman's Annual Report.** This had also been sent out via email for people to read prior to the meeting. SC-C briefly ran through it highlighting that it had been a year of two halves, a good start in October, then plunged into lockdown in March 2020 and the closure of the centre. Meetings had to move online until the summer, however this was short-lived **because Covid-19 restrictions were re-imposed.** The Trustee Committee ran without a Chair or Vice-Chair for the year with a TC member acting as Chair at the monthly meetings. New members George Georgiou and Laura Forster joined the committee, followed by Sharon Cousins-Clarke and we welcomed back Jane McClintock. The centre was risk assessed by Phil Dyer in order for us to open following Covid-19 regulations and we thank him for his work in doing this. Jane and Lee Lockwood were thanked for all their work in preparing the centre to ensure it complied with guidelines and all times and for their time given to making improvements to the centre including redecorating and gardening. Thanks were given to Heather Goddard for her secretarial support and hard work in producing the Palgrave Star on a monthly basis.

The wind turbine has continued to provide an income to the centre through the FITs payments received.

A volunteer working party has cleared brambles and undergrowth from the edges of the field to prepare for the wildflower areas planned for later this year. A small number of trees have also been planted and thanks were given to all those who helped following social distancing rules.

The extraordinary events have had a significant impact on the activities of the Centre, however funds have been managed prudently and we have received grant funding which has helped with the loss of income. Full details available to read in the Treasurer's report.

Moving forward the committee believe that the centre and playing field have great potential and we plan to enhance and improve facilities to keep them up-to-date and make sure they meet the needs of potential and existing users. To do so we plan to consult with Palgrave residents to find out what

the community wants. A number of ideas have been carried forward from 2019 such as extending the building, upgrading the kitchen and improving the car park.

4. The Treasurer's Report and adoption of the Annual Statement of Accounts.

Peter Humphreys introduced himself and advised that he had been in place since October 2019. He ran through the financial review which had been broken down into key periods. Operating activities October 2019 – February 2020 saw a good level of activity with regular and additional hall hiring leaving a positive net cashflow of £1,465. Operating activities March 2020 – September 2020 saw Covid-19 having a financial impact on the centre with refunds being given to private hirers, cancellation of regular hirers and a significant increase in cleaning costs as well as the continued upkeep/maintenance of the centre and field. This left a negative net cashflow of £5,566.

We did however receive successful grant funding from Mid Suffolk District Council for Covid relief for £10,000 and a further £1,200 through the MSDC Locality Award towards Palgrave All Stars, this is ringfenced and as yet unspent.

The wind turbine continues to bring in FITs payments and net income received for the year was £9,412.

Insurance costs were £1,599.

In conclusion the centre is in a healthy financial position with funds in excess of £46,000, that will help to tackle the challenges that will come with the recovery once Covid restrictions end.

Sharon Cousins-Clarke proposed and Jane McClintock seconded, that the accounts as presented be adopted. Graham Leigh, as the independent examiner, confirmed that he had agreed the accounts.

5. To confirm the rate of Members' annual subscription for 2021/22. Sharon Cousins-Clarke proposed that the rate of subscription remain at £10 pp pa, this was seconded by Peter Humphreys and those present unanimously voted in favour. Sharon Cousins-Clarke then proposed that the annual subscription due in October 2020 which was extended until March 2021, be further extended to September 2021. This was seconded by Michael Rogers and again unanimously agreed.

6. The election of the 'elected' Officers.

Chairman: Sharon Cousins-Clarke put herself forward to become Chair, this was then proposed by Jane McClintock and seconded by Laura Forster.

Vice-chair: no nominations or volunteers were received from those present.

Hon. Secretary: Heather Goddard was proposed by Sharon Cousins-Clarke, seconded by Peter Humphreys, and declared elected; and

Treasurer: Peter Humphreys agreed that he was happy to stand again and was proposed by Sharon Cousins-Clarke and seconded by George Georgiou and declared elected.

7. Proposal to amend section 5 of the Constitution. Specifically, to remove “5.1c) (No Charity Trustee or connected person may) be employed by, or receive any remuneration from, the

Charity.” New IR35 tax regulations mean that employment may now be identified as the appropriate and legal contract, rather than a contract for Goods/Services as specified in 5.2b). Sharon Cousins-Clarke (Chair) proposed the change to the constitution as outlined. This was seconded by Peter Humphreys. Heribert Westerveld asked what the impact of this was. Did it mean we could employ people and mean that we would have to pay PAYE. The Chair agreed that yes it would and Peter Humphreys advised that we would like to keep any employees under the PAYE threshold. He stressed that no Trustee **would be paid for carrying out their Trustee duties**. There being no other questions a vote was taken to amend this section which was unanimously agreed.

8. To receive notice of approved 'Member Organisations'. The member organisations were identified as: Palgrave Community Club, The Friendship Club and The Friends of Palgrave School.

9. To elect 'Member Organisations' to the Trustees' Committee. The following were declared elected and their representatives will be declared Trustees (as an individual):

Palgrave Community Club (rep. Eric Milne), proposed by Sharon Cousins-Clarke and seconded by Michael Rogers.

The Friendship Club (rep. Jean Potter), proposed by Eric Milne and seconded by Peter Humphreys.

The Friends of Palgrave School (rep. Laura Forster), proposed by Michael Rogers and seconded by Peter Humphreys.

10. To elect 'ordinary Members' as Trustees and members of the Trustees' Committee. The following were declared elected unopposed:

George Georgiou proposed by Peter Humphreys and seconded by Eric Milne.

Carol Hardstone proposed by Sharon Cousins-Clarke and seconded by George Georgiou.

John Kilgannon proposed by Lee Lockwood and seconded by George Georgiou.

Lee Lockwood proposed by Michael Rogers and seconded by Eric Milne.

Eric Milne proposed by Lee Lockwood and seconded by John Kilgannon.

Jane McClintock proposed by Laura Forster and seconded by Lee Lockwood.

Michael Rogers proposed by Eric Milne and seconded by George Georgiou.

Helen Thorburn proposed by John Kilgannon and seconded by Eric Milne.

Others can be elected later on during the year if anyone present or not decided they wished to join the Trustee Committee.

11. To elect the Independent Examiner for 2020/21.

Graham Leigh was proposed by Peter Humphreys and seconded by Lee Lockwood and appointed unanimously

12. Any other business.

The Chair wished to thank Kathy Milne who has stepped down as a Trustee but has kindly decided to remain as a volunteer.

Derek Clarke said that he has lived in the village for 30 years, but now feels like part of the village **community**. Laura Forster echoed these sentiments.

There being no further business the Chairman was able to close the meeting at 8.05 p.m., thanking all for their interest and attendance.

Signed as a true record of proceedings:

Chairman

Date: _____