

# **THE NORTH ASCOT COMMUNITY ASSOCIATION**

**Fernbank Road, North Ascot  
Registered Charity NO.278231R**

## **MINUTES OF THE ANNUAL GENERAL MEETING HELD ON MONDAY 11th OCTOBER 2021 AT 7:30pm**

Present:

Geoff Paxton	Hon. President
Jane Meaney	Hon. Chairperson
Colleen Caddow	Hon. Treasurer
Ashley Young	Secretary
Sharon Griffiths	Lettings Officer

Jeff Wood; Nora Davison; Linda Wyatt; John Overd; Andy Meaney; Amanda Jarvis.

### **1. APOLOGIES FOR ABSENCE**

Apologies received from Jarod Spence, Terry Earthy and Dorothy Hayes. Jane Meaney welcomed everyone to the meeting.

### **2. MINUTES OF THE LAST MEETING AND MATTERS ARISING**

The minutes of the previous Annual General Meeting held on 21<sup>st</sup> of April 2019 had been circulated. The minutes were adopted, proposed by Jeff Wood and seconded by Geoff Paxton and signed by Mrs Jane Meaney.

### **3. CHAIRPERSONS REPORT**

Good evening, everyone and welcome. It has been a long time coming and I am very pleased to see you all. Tonight, is also tinged with sadness as we have lost old friends, both supporters and users. Aerobics and Ascot Ladies have been here for the 30+ years that I have been coming but will sadly not be continuing. On behalf of us all, I would also like to offer sincere condolences to both Geoff and Jeff on the loss of Liz and Julie. Both were very involved with charity work in our local community, and I know they are sorely missed.

During the initial lockdown, we used the opportunity to get the decoration of the main and small halls completed as our decorator works alone. Sharon also attended regularly to run the taps and keep us compliant with Legionella requirements, and to keep the other testing up to date. Colleen I also visited regularly to keep an eye on the centre. We were lucky enough to qualify for the £10 000 Covid grant which Bracknell paid directly into our account.

As you all know, our centre is let to our Association on a 66-year lease, and we are responsible for running the centre and for the upkeep of the centre. The requirement is that when the lease expires in around 2055, the centre is handed back in as good as, or better condition than it was when the lease was arranged. The benefits of this arrangement are that we are responsible for all our own finances and upkeep of the building. Having the two full-time lets to the Old School Day Nursery and the Ascot Day Nursery have worked very well, as the centre is continuously occupied, and any problems can be highlighted immediately, and the work can be scheduled as necessary. Costs to the other users of the centre can thus be kept reasonable, and help can be given when necessary. The centre is definitely in a much better condition than the run-down, neglected building we took over.

In June 2020 restrictions were lifted for nurseries and schools, and because all the risk assessments were up to date, the nurseries were able to operate again immediately, but within a system of bubbles. We were delighted to welcome our regular users back in September 2021, and the hall is once again busy with weekend parties. The playground has also been refurbished and is now an asset to the centre.

One nasty note was struck when a fence was put up without permission to facilitate the bubble system that was being strictly adhered to. As soon as we saw it, Colleen and I both decided it had to go and informed the relevant nursery. We were told that the contractor would not be able to return to remove it for six weeks. I was then surprised to receive a complaint from Bracknell Council as no-one had contacted me about it. It seems that people prefer to complain anonymously than to face a problem head-on. Luckily, we have a very good relationship with Bracknell Council who trust us to run the centre and make the correct decisions. If anyone had bothered to contact me, I could have reassured them too. I only mention this incident now because I did not realise the extent of the opposition I was facing until I received a message of support from one of our members. I would like to assure you all that although associated with the nurseries, both Colleen and I will always make decisions in the best interests of the Association

On a happier note, I can confirm that all the committee members are willing to stand for re-election and we have not had notice of any other candidates. We are delighted to be back, and I would like to thank Colleen and Sharon for all their hard work over the past eighteen months as I know many community centres have suffered and are struggling to stay afloat. Our centre is thriving, and Sharon is very busy with lettings. We have commissioned a website which will be up and running soon and have also realised that our sign is looking

dated and needs updating. Our fibre-optic broadband will be an asset to the centre, and we are researching alternate energy sources to bring the centre into the modern world.

Thank you.

Jane Meaney

#### **4. TREASURER'S REPORT**

Welcome to the AGM, its lovely to see everyone again and hopefully now life is slowly returning to normal.

Due to the covid restrictions and lockdown, (which prevented the public from entering the building) there is not much to report on. Sharon has continued to clean, and risk assess throughout this period, which appeased our insurance providers as our policy stipulates that the building should not be left unoccupied for longer than 30 days, we allowed the annual painting and decorating to go ahead as Ian works on his own, we applied for and received the £10 000.00 grant which helped to offset the loss of income during the closure. Besides the everyday running costs during this period, our only problem was blocked drains at the main entrance, this was rectified by lining the run from the main door passed the library and comes with a 10-year guarantee.

The nurseries thankfully returned in June, and their rentals helps to cover the everyday running costs.

At the previous AGM we had not received the final accounts in time, this has since been rectified by John Doering and his workings show that we had a surplus of £2088.00 in 2019 and a surplus of £7363.00 in 2020 (this is due to the grant received).

Colleen

#### **5. LETTINGS REPORT**

No bookings during Covid.

#### **6. ELECTION OF OFFICERS**

**Geoff Paxton** has agreed to stand again as honorary president. Everyone voted in favour of Geoff a unanimous vote for him to stand.

Jane Meaney Congratulated Geoff Paxton and confirmed he would be taking over as president after the meeting.

**Mrs Jane Meaney** has agreed to stand again as the Hon. Chairperson and was proposed by Sharon Griffiths and seconded by Andy Meaney and agreed unanimously.

**Ms Colleen Caddow** has agreed to stand again as Hon. Treasurer and this was proposed by Geoff Paxton, seconded by Jane Meaney and agreed unanimously.

**Mr Terry Earthy** has agreed to stand again as Hon. Secretary and was proposed by John Overd, seconded by Jeff Wood and agreed unanimously.

Sharon Hon lettings officer Jeff Wood and Jane Meaney and all in favour

The following non-elected positions will continue to be held as previously by **Mrs Ashley Young as Secretary**. This was agreed unanimously.

## **7. ELECTION OF THE COUNCIL MEMBERS**

It was agreed by the meeting that the full members would be, Mr Geoff Paxton, Mrs Jane Meaney, Ms Colleen Caddow, Mr Jeff Wood, Mrs Nora Davison, Mr Terry Earthy, Mrs Sharon Griffiths, and Mrs Lynda Wyatt, John Overd, Dorothy Hayes, Amanda Jarvis, Andy Meaney and Jarod Spence.

## **8. PRESIDENT'S ADDRESS**

Due to personal circumstances, I took a back seat for the last 18 months and it is clear the community centre is in safe hands. The team kept it going brilliantly.

I have been working to get untaxed vehicles out of the car park and the bridal path cleared.

Thank you all for your support and all you have done. Next year will be better.

**9. ANY OTHER BUSINESS**

With regards to the complaints made regarding the fence it was proposed by Andy a complaint procedure should be considered. It was agreed it would solve issues with the community reaching out directly to the chairman through the website and the outside notice board with update contact details to make the complaint.

The meeting was closed by the Chairperson at 8:01 pm

Chairperson .....

Date.....

**THE NORTH ASCOT COMMUNITY ASSOCIATION**

**STATEMENT OF AFFAIRS**  
**AS AT 31st DECEMBER 2020**

Registered Charity No. 278231R

**ISSEM Consulting**  
29 Jubilee Avenue  
North Ascot  
Berkshire  
SL5 8NZ

**The North Ascot Community Association  
Income & Expenditure Account  
Year Ended 31st December 2020**

	Full Year			
	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
<b><u>General Income</u></b>				
Interest receivable	158	201	33	10
<b>Total General Income (A)</b>	<u>158</u>	<u>201</u>	<u>33</u>	<u>10</u>
<b><u>Hall Account</u></b>				
Hall lettings income	48,633	61,099	57,943	52,399
Insurance	1,896	1,851	1,806	1,949
Depreciation	134	179	239	319
Heat & Light	6,364	9,318	6,278	4,404
Lettings & Secretarial	5,525	6,951	6,375	5,900
Cleaning & Waste Removal	20,182	20,326	20,944	16,995
Repairs & Maintenance	6,616	19,751	20,443	3,491
Sundries	0	0	279	307
Accountancy	0	222	222	222
	(40,718)	(58,598)	(56,586)	(33,587)
<b>Net Hall Income (B)</b>	<u>7,915</u>	<u>2,502</u>	<u>1,357</u>	<u>18,812</u>
<b>Net Income (A) + (B)</b>	<u>8,072</u>	<u>2,702</u>	<u>1,390</u>	<u>18,822</u>
<b>Administration</b>				
Telephone	709	615	574	478
	(709)	(615)	(574)	(478)
<b>Surplus for year</b>	<u>7,363</u>	<u>2,088</u>	<u>816</u>	<u>18,344</u>

# **Independent Examiner's Report to the Trustees of 'The North Ascot Community Association'**

I report on the accounts of the charity for the year ended 31st December 2020

## **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The charity's trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (The Charities Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under section 145 of the Charities Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

## **BASIS OF INDEPENDENT EXAMINERS STATEMENT**

My examination was carried out in accordance with the General Directions given by the Charities Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and to those matters set out in the statement below

## **INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination for 2020 no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respects the requirements:
  - (a) to keep accounting records in accordance with the section 130 of the Act and .....
  - (b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been; or.....
  - (c) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

John Doering FCCA  
ISSEM Consulting  
Independent Examiner  
29 Jubilee Avenue, North Ascot  
Berkshire  
SL5 8NZ

21<sup>st</sup> April 2021



**The North Ascot Community Association  
Balance Sheet as at 31st December 2020**

	Full Year			
	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
<b><u>Fixed Assets</u></b>				
Net Book Value b/f	538	717	956	1,275
Additions				
Depreciation charge for year	<u>134</u>	<u>179</u>	<u>239</u>	<u>319</u>
Net book value c/f	403	538	717	956
<b><u>Current Assets</u></b>				
Debtors & prepayments	378	77	1,004	851
Bank Deposit account	20,420	20,262	20,061	20,028
Bank current account	<u>46,935</u>	<u>35,917</u>	<u>35,576</u>	<u>32,352</u>
	67,733	56,256	56,641	53,231
<b><u>Current Liabilities</u></b>				
Creditors	(5,059)	(1,080)	(3,732)	(1,377)
Net Assets	<u>63,077</u>	<u>55,714</u>	<u>53,626</u>	<u>52,810</u>
<b>Represented by:</b>				
Income & expenditure account				
Balance brought forward	55,714	53,626	52,810	34,466
Surplus (deficit) for the year	7,363	2,088	816	18,344
	<u>63,077</u>	<u>55,714</u>	<u>53,626</u>	<u>52,810</u>

Accounts agreed on behalf of the committee

Ms C Cadow

21<sup>st</sup> April 2021