



The objects of the Association are:

- to further the benefit of the residents of the Lawn and its neighbourhood ...
- to provide facilities for recreation and leisure and to advance education in the interests of social welfare, in common effort with the said residents and the local authorities, voluntary and other organisations;
- to promote such other charitable purposes as may from time to time be determined by the Trustees;
- to maintain and manage the Lawn Community Centre

Minutes of the Annual General Meeting of Lawn Community Association 29th April 2023

- 1 Attendance** There were 30 members present of which 25 were full members and eligible to vote.

Apologies for absence – Mary Fishlock, Bill Fishlock, Gillian Sheldrick, Joyce Rowe, Clifford Rowe, John Puttock, Philippa Sundquist

Robert Jackson, our 2022-2023 Chairman welcomed everyone to the meeting.

- 2 Matters arising** – There were no matters arising

- 3 Minutes of last AGM** – The minutes of our AGM 30th April 2022 were agreed and signed

- 4 Presentation of Lawn Community Association Accounts for 2022 –**

Geoff Fletcher, our 2022-2023 Treasurer, reported that the previous year's accounts (2021) had been inspected by an Independent Examiner and had been sent off to the Charities Commission. The same Accountant has inspected and signed off this year's accounts which will be sent off to the Charities Commission in due course.

2022 has been our first full year since Covid, net income has been down compared with pre-Covid times, despite that our overall bank balance has increased by £6,500 which now stands at £85,000. Copies of the accounts were made available to members (copy attached).

Geoff expressed his thanks to Chris Woodward, as Assistant Treasurer with specific responsibility for the Centre side of the accounts, and to Eileen Parker and Joyce Rowe in the Booking Team, and to the One Stop shop who have supported us providing us with a grant and a donation.

- 5 Election of Honorary Officers**

Secretary – Susan Saunders – Proposed by Barbara Bridges and seconded by Mary Fishlock

Treasurer – Geoff Fletcher – Proposed by Chris Woodward and seconded by Sheila Guyatt

- 6 Election of up to 20 Lawn Community Association Trustees**

The following people have been proposed and seconded to serve on the General Committee:

Barbara Bridges, Alan Clayton, Mary Fishlock, Geoff Fletcher, Sheila Guyatt, Ray Harper, Robert



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Jackson, Kris Jones, Alan Parker, Eileen Parker, John Puttock, Susan Saunders, Philippa Sundquist, Jessica Wheeler and Chris Woodward.

7 Associate Members Representative

No one from the Associate Members was put forward as a representative.

8 Appointment of Independent Examiner for 2022 Accounts

Sarah Tomlinson has agreed to continue as an Independent Examiner for another year.

9 Annual Reports from Lawn Community Association

Chairman – Robert Jackson, our 2022-2023 Chairman, expressed his thanks to the army of volunteers who have kept the Centre running and improving year on year.

Centre Booking Team – Eileen Parker reported that we have 38 groups plus 6 new groups this year. We have received £22,000 in bookings which is up £5,000 on last year. Councillor Jenny Jeffries offered apologies on behalf of Swindon Borough Council for being slow in paying their invoice.

Social Sub-Committee – Susan Saunders reported that at the moment we do not have a Social Sub-Committee but have managed to keep our regular social activities going, Coffee Mornings, Coffee Shops, Soup and Socials, Short Mat Bowls, Film Club, Children's Film Show, and have endeavoured to arrange monthly social events which will include streaming the Coronation and the Trouping of the Colour, A Cream Tea and entertainment, Bingo, a Clothes Swap, Window Wanderland, and Carol singing and refreshments in collaboration with the Lawn Community Church.

We have been approached by someone who would like to head up our social subcommittee so we are looking forward to her joining the committee and bringing fresh life and perspective to our social activities.



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Whist and Games – Joan Smith reported that the Lawn Whist and Games Group meets every second and fourth Tuesday from 2.00 pm to 5.00 pm. The membership has increased to 21. Attendees have the choice of playing whist or any board or card games that the participants bring with them or find in the cupboard and share their enjoyment of learning new games. Attendees talk and laugh and enjoy a break at half time with tea and coffee and chocolate biscuits.

It was suggested from the floor that a games afternoon could be held in the hall and include billiards and other games.

11 Membership – Kris Jones reported that membership numbers have dropped since the pandemic and asked that we all encourage others to join as we are a membership organisation who endeavour to do things for our community not just run a Community Centre, it only costs £1.

12 Any Other Business – Our local councillors reminded members that they hold a surgery in the centre on the first Saturday of the month.

The meeting closed at 12.40 and was followed by a buffet lunch.

Date:

Signed by:

The Lawn (Swindon) Community Association
Consolidated Accounts as at 31 December 2022

		<u>2022</u>	
	Page		
Income			
	Centre	16,868.49	
	Association	11,218.06	
			28,086.55
Expenditure			
	Centre	(16,551.78)	
	Association	(4,967.23)	
***	w/o difference	2.11	
			(21,516.90)
			<hr/> 6,569.65 <hr/>

Presented by:

	Opening Bal	Closing Bal
Virgin Charity Deposit	£50,464.00	£67,614.00
Santander LCA	£13,650.31	£9,920.58
Santander LCC	£15,473.78	£14,763.64
Accruals LCA	(£178.42)	(£197.48)
Accruals LCC	£388.00	
Uncashed Cheque LCC	(£1,271.66)	(£3,506.81)
Uncashed Cheque LCA		(£3,500.00)
Cash in Hand/Floats		
Bookings Team	£10.00	£10.00
Coffee Morning	£15.38	£15.00
Coffee Shop	£15.00	£15.00
*** DIFF	(£2.11)	
	<hr/> £78,564.28	<hr/> £85,133.93 <hr/>

I have reviewed the above Income and Expenditure Consolidated Accounts from the books, vouchers and bank statements supplied to me, without carrying out an audit. Based on the information provided, it is my view they show a true and fair view of the Financial Transactions of the Lawn (Swindon) Community Association

Signed

Sara Tomlinson (FCCA)

2021

22,686.68

4,067.94

26,754.62

(22,057.73)

(2,417.94)

(24,475.67)

2,278.95

Movement

£17,150.00

(£3,729.73)

(£710.14)

(£19.06)

(£388.00)

(£2,235.15)

(£3,500.00)

£0.00

(£0.38)

£0.00

£2.11

£6,569.65

LCA TREASURERS REPORT - 2022

Banked Income since 1.1.2022		Jan to 12/31/2022	
Opening Bank Balance		13,650.31	
Less prior year accruals		(178.42)	
<u>Income since 1.1.2022</u>			
Donations/Grants		1,187.80	
Donations other charities			
Newsletter Adverts			
Photocopying		31.50	
Membership Fees		267.00	
Fit payment - Eon solar energy		1,751.45	
			3,237.75
<u>LCA Sections</u>			
Crochet		321.00	
Whist/Games		73.00	
Bridge (Wed)		2,162.60	
Bridge (Tues)		318.50	
Short Mat Bowls		109.50	
			2,984.60
<u>Activities</u>			
Small Sales		328.85	
Coffee Sales (Monday)		1,567.82	
Coffee Shop (Wed,Thurs & Sat)		1,744.84	
Meal & Social		825.05	
Film Shows		410.15	
Christmas Raffle		119.00	
			4,995.71
Total Income			###

LCA TREASURERS REPORT - 2022

<u>Expenditure since 1.1.2022</u>	Jan to 12/31/2022	
<u>General</u>		
Photocopying Expenses	382.58	
Stationery, Postage & First Aid Kit	38.49	
Newsletters	288.00	
AGM/Jubilee Expenses	794.21	
Independent Examiner	50.00	
Film Shows	21.97	
Licences (Film)/Subscriptions	733.66	
Annual Insurance	872.09	
Flowers in Foyer	133.60	
Donations to charity/Retirement gifts	234.96	
Training (first aid, food safety,finance)		
		3,549.56
<u>Sections</u>		
Lunch Club		
Soup & Social	415.53	
		415.53
<u>Activities</u>		
Coffee Shop/Mornings Supplies	953.86	
		953.86
<u>Equipment,Repairs & Replacement</u>		
Misc small items	48.28	
		48.28
<u>Small Capital</u>		
CCTV & Copier install (sundry items)		
Radio microphone		
Door Access Controls		
		0
Total Expenditure		<u>4,967.23</u>
Bank A/c Bal as at 31/12/22	6,222.72	
Including Accrued payments	197.48	

Jan to
12/31/2021
11,460.19

90.00
156.15

8.50

1,447.29

1,701.94

91.00

666.50

41.00

798.50

96.00
601.41
501.95

186.75
183.50

1,569.61

4,070.05

Jan to
12/31/2021

300.00
7.92

50.00

648.74
809.32
32.60
156.15

2,004.73

47.55

47.55

365.66

365.66

0

0

2,417.94

LCC TREASURERS REPORT - 2021

Banked Income since 1.1.2022		Jan to 12/31/2022	Jan to 12/31/2021
Opening Bank Balance	- Santander	14,202.12	11,992.72
	- Virgin	50,464.00	53,081.00
Prior Year Debtors			134.40
Prior Year Creditors			(772.95)

Income since 1.1.2022

Bookings	17,113.30	6,239.05
Bank Interest	143.19	64.77
Council Grants		16,382.86

Total Income

###

Expenditure since 1.1.2022

	12/31/2022	12/31/2021
Four Star Cleaning	7,567.50	3,310.00
Ajax Cleaning Service		67.00
Biffa Wheelie Bins	615.57	415.58
Gas	1,136.95	710.58
Electricity	2,370.45	1,714.62
Water	433.53	517.88
Telephone inc Broadband	982.43	910.81
General Maintainance	35.77	142.18
Intruder Alarm Maintainance	540.00	540.00
CCTV Maintainance	288.00	288.00
Equipment repair/service	1,569.08	927.96
Office Safe		75.95
Outside Key Safe		59.99
Cleaning Supplies	295.11	228.95
Stationery	42.45	5.00
Replacement Kettles	40.00	
Babychange Table	149.95	
Hire of Skip Bag	154.99	
Lemon Booking System	330.00	
Website charges		181.32

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Capital

Hall Air conditioning		11,961.91
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0.00

Total Expenditure

###

Debtors as at 31 December 22
 Monies banked in advance
 Cash in Hand

Bank A/c Bal as at 31/12/22

###

###

###

###

###

(388.00)

(10.00)

###

Lawn (Swindon) Community Association

Financial Designated Reserves to cover major capital replacement of items £1000

These amounts have no financial basis and are only amounts set down by the committee

Item	Install Date	Life expectancy	Replacement Cost *	Annual Allocation	Total at 31.12.21
Flat Roofs	2014	15	£15,000	£1,000	£8,000
Extension Roofs	2010	30	£10,000	£333	£3,996
Solar Inverter	2014	10	£1,000	£100	£800
Photocopier	2020	10	£1,200	£120	£240
Boiler	2008	20	£20,000	£1,000	£14,000
Air Con Hall	2007	15	£5,000	£0	£4,995
Air Con Room 1	2017	15	£2,100	£140	£700
Air Con Room 2	2011	15	£2,000	£133	£1,463
Air Con Room 2 Anex	2017	15	£1,750	£120	£600
CCTV	2020	10	£6,000	£600	£1,200
Cooker	2007	15	£6,500	£434	£6,510
Dishwasher (ind)	2019	10	£4,200	£420	£1,260
Fridge (ind)	2012	10	£1,000	£0	£1,000
Freezer (ind)	2009	10	£1,000	£0	£1,200
Hall Floor	2002	40	£10,000	£250	£5,000
Furniture	2016	10	£12,000	£1,200	£7,200
Hall Concertina Doors (x2)	2019	10	£4,750	£475	£1,425
Room 2 Concertina Door	2019	10	£1,250	£125	£375
Water Purifier & Install***	2016	6	£620	£0	£0
Hall Fresh Air System	2021	20	£12,000	£600	£600
				£7,050	£60,564

Actual Balance in Virgin A/c

* The figures above do not take account of installation, inflation
 ** Reserves set aside are based on the installation date being the
 *** Included for information purposes only
 **** Includes 2022 interest of £143.19

) +

Total at 31.12.22**	Replacement Year
£9,000	2029
£4,329	2040
£900	2024
£360	2029
£15,000	2028
£4,995	2022
£840	2032
£1,596	2026
£720	2032
£1,800	2024
£6,944	2022
£1,680	2029
£1,000	2022
£1,200	2019
£5,250	2042
£8,400	2026
£1,900	2029
£500	2029
£0	2022
£1,200	2041
£67,614	****

£67,614

on and/or disposal costs
reated as year 1

RECONCILIATIONS

LCC Bank Account

Bank Balance as at 31.12.21	15,473.78
uncashed cheques	<u>(1,271.66)</u>
Bal as per Balance Sheet 2021	14,202.12
Income from Grants	
Bookings Income	17,113.30
Trf from Virgin A/c	
Centre Expenditure	(16,551.78)
Annual Top up to Virgin	<u>(3,506.81)</u>
True Balance as at 31.12.22	11,256.83
uncashed cheques	<u>3,506.81</u>
Bank Balance as at 31.12.22	<u><u>14,763.64</u></u>


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20/3/23