



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 for AGM of Lawn Community Association

Saturday 26th April 2025

1 Introduction

The AGM opened with a presentation from Julia Trew, leader of the Guides and Rainbow groups that meet at the Community Centre. Julia shared the group's rich 60-year history, highlighting its contributions to the local community.

The outgoing Secretary, Susan Saunders, formally welcomed attendees, acknowledging the presence of 32 people, including 26 voting members. Apologies were received from eight individuals.

2 Election of Meeting Chair

The Trustees proposed Mary Fishlock as Chair, and the members approved the nomination. Mary expressed gratitude for the continued support of the Association and highlighted its role in fostering community engagement through the Lawn Community Centre.

3 Minutes from 2024

Minutes from the 2024 AGM were presented for approval.

- **Proposed by:** Joan Smith
- **Seconded by:** Mrs. Norman
- **Outcome:** Approved

4 Secretary's Report

The Lawn Community Association continues to thrive, thanks to the active participation and support of its members and volunteers.

The Association offers three types of membership:

- **General Members:** All Lawn estate residents automatically receive the newsletter.
- **Full Members:** Contribute £1 annually, gaining voting rights (169 members last year).
- **Associate Members:** Non-residents can join for £1 annually, with representatives attending committee meetings (113 members last year).
- (We also have provision for Junior Members, those who are under 18, though we have not had any for several years now)

Several upgrades have enhanced the Community Centre:



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- A new electric cooker for a more practical kitchen.
- Energy-efficient LED lighting installations.
- Updated blinds in Room 1 and the office.
- Ongoing maintenance and an improved booking system.
- Launch of a monthly Folk Club for acoustic music and spoken word.

The association's success is driven by dedicated volunteers who manage maintenance, bookings, refreshments, and visitor engagement. Their hard work is invaluable to keeping the Centre running.

To keep members informed, the Association uses its website, Facebook page, noticeboard, and a newsletter published three times a year. Email updates are being explored for broader outreach.

An Emergency Contact Hub has been established in partnership with Wiltshire and Swindon Prepared to support the community during extreme weather events.

Looking ahead plans include recruiting more Trustees and volunteers, along with community events such as:

- **Halloween Treat Station** for safe trick-or-treating.
- **January Pantomime** to bring festive entertainment.

The Association remains committed to making the Lawn Community Centre a welcoming space for all. Anyone interested in volunteering is encouraged to contact Trustees or leave details with office volunteers.

5 Proposed Motion

Members approved a motion granting up to six months to:

- i. Investigate options for expanding Chair eligibility (without affecting general Trustee eligibility)
 - ii. Draft and present a constitutional amendment for voting members and potentially the Charity Commission
- **Proposed by:** Gillian Sheldrick
 - **Seconded by:** Philippa Sundquist
 - **Outcome:** Passed by majority

6 Safeguarding



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Mary Fishlock read our Safeguarding statement, reporting no incidents over the past twelve months. Members then watched a basic Safeguarding video to reinforce awareness.

7 Financial Overview

Treasurer Geoff Fletcher presented the annual accounts, reporting increased income from room hire and bank interest. Expenditure rose due to key investments:

- **£6,300 spent on:** A new electric cooker, removal of the old gas system, and electrical upgrades.
- **Additional costs:** Higher utility bills, general maintenance, and SBC buildings insurance (first-time expense).
- **£13,900** total increase in spending over 2023

Despite these expenditures, the Association retains a balance of **£93,000**.

The current auditor is stepping down, and a replacement is being considered.

- **Proposed by:** Gillian Sheldrick
- **Seconded by:** Alan Parker

Thanks were given to Eileen Parker and the booking team, along with Chris Woodward, for their contributions in tracking booking income.

Our Annual Accounts are available to view on our website [Reports / Documents / Information | Lawn Centre](#)

8 Election of Officers & Trustees

- **Secretary:** Susan Saunders (Agreed)
- **Treasurer:** Geoff Fletcher (Agreed)
- **Trustees Appointed:** Barbara Bridges, Alan Clayton, Mary Fishlock, Sheila Guyatt, Brigid Harkness, Kris Jones, Alan Parker, Eileen Parker, Philippa Sundquist, Chris Woodward (All agreed)
- **Associate Members Representative:** Joy Oakley, elected by Associate Members

9 Reports from Hirers and Users

Lesley, a U3A member since 2009, shared her experiences with Family History, Play Reading, and Stretch & Balance sessions, highlighting the Centre's role in her personal support network. Despite facing 21 traffic lights on her journey, she finds the Centre a pleasure to attend. Joan Smith volunteered to assist in downloading U3A event schedules.



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¹⁰ **Any Other Business**

As there was no other business Mary Fishlock thanked everyone for their patience and contributions and closed the meeting.

The Lawn (Swindon) Community Association

Consolidated Accounts as at 31 December 2024

		<u>2024</u>	<u>2023</u>
Income			
	Centre	28,663.44	24,788.44
	Association	14,789.51	12,911.69
		43,452.95	37,700.13
Expenditure			
	Centre	(33,934.01)	(21,149.25)
	Association	(9,687.56)	(8,432.95)
		(43,621.57)	(29,582.20)
		(168.62)	8,117.93

Presented by:

	Opening Bal	Closing Bal	Movement
Charity Bank	£72,005.13	£77,869.10	£5,863.97
Santander LCA	£8,638.42	£5,595.89	(£3,042.53)
Santander LCC	£12,774.47	£9,598.99	(£3,175.48)
Accruals/Prepayments LCA	(£666.10)	(£603.52)	£62.58
Accruals/Prepayments LCC	£1,389.55	£1,516.00	£126.45
Uncashed Cheques LCA	(£3,789.02)	(£707.12)	£3,081.90
Uncashed Cheques LCC	(£228.13)	(£286.10)	(£57.97)
Cheque not presented re Charity Bank	£3,027.54	£0.00	(£3,027.54)
Cash in Hand/Floats			
Bookings Team	£10.00	£10.00	£0.00
Coffee Morning	£15.00	£15.00	£0.00
Coffee Shop	£15.00	£15.00	£0.00
Lunch Socials	£50.00	£50.00	£0.00
Blossom & Bloom	£10.00	£10.00	£0.00
	£93,251.86	£93,083.24	(£168.62)

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

LCA TREASURERS REPORT - 2024

		1 Jan to 31-Dec	1 Jan to 31-Dec	
	Notes			
<u>Income since 1.1.2024</u>				
Donations/Grants	1&2	1,313.30	1,028.70	
Newsletter Adverts		148.00	129.00	
Photocopying		170.30	82.75	
Membership Fees		330.00	276.00	
Fit payment - Eon solar energy		<u>1,889.91</u>	<u>1,861.07</u>	
		3,851.51		3,377.52
<u>LCA Sections</u>				
Crochet		554.00	448.00	
Whist/Games		161.00	220.30	
Bridge (Wed)		2,375.00	2,103.80	
Bridge (Tues)		671.00	695.00	
Blossom & Bloom	3	1,617.45	600.50	
Folk Club	4	105.05	0.00	
Short Matt Bowls		<u>23.00</u>	<u>65.00</u>	
		5,506.50		4,132.60
<u>Activities</u>				
Small Sales		554.20	424.60	
Coffee Sales (Monday)		1,507.26	1,360.13	
Coffee Shop (Thurs & Sat)		1,545.19	1,773.33	
Social Events		795.42	718.62	
Film Shows		551.93	791.59	
Kids Film/Disco		196.00	110.30	
Easter/Christmas Raffles		<u>281.50</u>	<u>223.00</u>	
		5,431.50		5,401.57
Total Income		<u>14,789.51</u>		<u>12,911.69</u>

NOTES:

1. Donations income & expenditure includes £525 relating to a Charity Curry Night
2. Donations includes £600 received from Lawn Church to help with costs of Window Wanderland.
3. Blossom & Bloom only ran for 4 months (Sept - Dec) in 2023.
4. The Folk Club started in Sept.

LCA TREASURERS REPORT - 2024

<u>Expenditure since 1.1.2024</u>	1 Jan to 31-Dec	1 Jan to 31-Dec	
<u>General</u>			
Photocopying Expenses	404.64	388.08	
Stationery, Postage & First Aid Kit	21.00	25.30	
Newsletters	1,872.00	1,376.00	
Gardener	412.90	159.28	
AGM/Misc Expenses	166.09	177.70	
Window Wanderland	558.36	537.44	
Independent Examiner	50.00	50.00	
Film Shows & Events	14.98	121.40	
Kids Disco	218.45	0.00	
Licences (Film)/Subscriptions	1,259.42	604.16	
Annual Insurance	890.39	872.09	
Flowers in Foyer	101.55	108.50	
Donations to Charity/Retirement gifts	1,268.82	507.50	
Training	0.00	219.27	
	7,238.60		5,146.72
<u>Sections</u>			
Social Events	492.18	557.82	
	492.18		557.82
<u>Activities</u>			
Coffee Shop/Mornings Supplies & Prizes	1,057.89	1,140.23	
Blossom & Bloom	804.64	100.85	
Bank Charges	23.03	2.60	
	1885.56		1243.68
<u>Equipment,Repairs & Replacement</u>			
Misc small items	71.22	195.73	
General Repairs	0.00	699.90	
	71.22		895.63
Total Expenditure	9,687.56		7,843.85

Including Accrued payments

LCC TREASURERS REPORT - 2024

Notes

Income since 1.1.2024

Bookings	28,663.44	23,828.30
Bank Interest	2,480.43	960.14

Total Income

31,143.87

24,788.44

Expenditure since 1.1.2024

31/12/2024

31/12/2023

Four Star Cleaning	7,100.00	7,100.00
Biffa Wheelie Bins	890.14	832.38
Gas	3,919.91	2,108.95
Electricity	4,278.88	3,372.02
Water	713.52	554.00
Telephone (inc Broadband)	1,275.02	1,023.55
General Maintainance	1,233.79	212.80
Intruder Alarm Maintainance	564.00	552.00
CCTV Maintainance	288.00	288.00
Equipment repair/service	1 4,338.79	3,701.16
Cleaning Supplies	522.78	523.24
Stationery	48.78	93.05
Sanitary Bins (2 year cost)	474.08	0.00
Hire of Skip	160.00	0.00
Annual Building Insurance	2 1,714.33	0.00
Cooker removal & installation costs	1,188.00	0.00
New Laptop	299.99	0.00
Fire Alarm Call Out		270.00
Booking System	280.00	330.00

29,290.01

20,961.15

Capital

New Fridge		188.00
New Cooker	4,644.00	

4,644.00

188.00

Total Expenditure

33,934.01

21,149.15

Notes

- 1 Includes transfer of Fire Alarm services to Walker Fire
- 2 Previously paid by Swindon Borough Council

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 31.12.23	Total at 31.12.24**	Replacement Year
Flat Roofs	2014	15	£15,000	£1,000	£10,000	£11,000	2029
Extension Roofs	2010	30	£10,000	£333	£4,662	£4,995	2040
Solar Inverter	2014	10	£1,000		£1,000	£1,000	2024
Photocopier	2020	10	£1,200	£120	£480	£600	2029
Boiler	2008	20	£20,000	£1,000	£16,000	£17,000	2028
Air Con Hall	2007	15	£5,000		£4,995	£4,995	2022
Air Con Room 1	2017	15	£2,100	£140	£980	£1,120	2032
Air Con Room 2	2011	15	£2,000	£133	£1,729	£1,862	2026
Air Con Room 2 Anex	2017	15	£1,750	£120	£840	£960	2032
CCTV	2020	10	£6,000	£600	£2,400	£3,000	2030
Cooker	2024	15	£6,000	-£6,978	£7,378	£400	2039
Dishwasher (ind)	2019	10	£4,200	£420	£2,100	£2,520	2029
Fridge (ind)	2012	10	£1,000		£1,000	£1,000	2022
Freezer (ind)	2009	10	£1,000		£1,200	£1,200	2019
Hall Floor	2002	40	£10,000	£250	£5,500	£5,750	2042
Furniture	2016	10	£12,000	£1,200	£9,600	£10,800	2026
Hall Concertina Doors (x2)	2019	10	£4,750	£475	£2,375	£2,850	2029
Room 2 Concertina Door	2019	10	£1,250	£125	£625	£750	2029
Water Purifier & Install***	2016	6	£620				2022
Hall Fresh Air System	2021	20	£12,000	£600	£1,800	£2,400	2041
Additional Reserve				£3,298	£369	£3,667	
				£2,836	£75,033	£77,869	****

* The figures above do not take account of installation, inflation and/or disposal costs
 ** Reserves set aside are based on the installation date being treated as year 1
 *** Included for information purposes only
 **** Includes 2024 interest of £2480

LCA Accrual/Prepayments

Outstanding Invoices 603.52

603.52

LCA Uncashed Cheques

250.00 22251

250.00 22252

33.12 22253

174.00 22254

707.12

LCC Accrual/Prepayments

Group

Outstanding Booking Fees 36.80 B027

163.20 B058

303.80 B120

205.80 B178

207.00 B228

64.80 B235

259.80 B241

27.60 B261

77.00 B264

69.00 B276

46.00 B284

55.20 B285

1,516.00

LCC Uncashed Cheques

286.10

286.10

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