

# Harford Community Centre

## Annual General Meeting

7<sup>th</sup> December 2016

### AGENDA

1. Welcome and Apologies
2. Minutes of the last AGM
3. Annual Report
4. Accounts & Treasurer's Report
5. User Group Reports
6. Election of General Committee
7. Election of Honorary Officers
8. Election of Trustees
9. Appointment of Independent Examiner
10. Amendment of Constitution
11. New Centre



## **Minutes of Annual General Meeting**

### **Held on 25 November 2015**

#### **1. Welcome and Apologies**

Chairman, Gary Colby, welcomed those who attended - Ian Wells (Centre Manager), Max Griffiths (Norwich City Council), Lynda Thain (Dance Exercise), Karen Browes-Walker, Gary Colby (Norwich Cycle Speedway Club), Mary Almey (Petanque), Robert Lovejoy, Sarah Wells, Michele Neave (All About Rescue), Richard Nunn (Ipswich Road URC - Friday Youth Drop-In).

Apologies were received from - Cllr K Driver, Cllr Sue Whitaker, Cllr Chris Harries, Janet Harradine (Tea Dance), Kay Hall (Dance Exercise), Johanna Steward (Lakenham Dale Creative Theatre).

#### **2. Minutes of 2014 AGM)**

The minutes of the last AGM (26 11 14) were accepted.

#### **3. Annual Report**

Chairman, G Colby, read his Annual Report. He thanked the Committee for their hard work over the last twelve months and said that the Centre continued to be very popular, with many different activities happening each week. He said that the Centre Manager, Ian Wells, was working hard to make the Centre a success and was on site most Mondays to answer enquiries and show prospective user groups around, which was most appreciated by the public. The Social Club had now folded, mainly due to lack of help and bookings, and he would like to thank Ian Stubbs, Paul and Dieter for their efforts over the years.

The Chairman said that there was no Treasurer's report, but the accounts had been independently verified and a copy of the accounts were included in the meeting papers.

He also mentioned the approach made to the Trustees about moving to the new community centre which had been built at the ASDA site on Hall Road. He emphasised that no decision had been made, but it was being considered by the Committee.

#### 4. Accounts & Treasurer's Report

I Wells said that there was no actual Treasurer's Report because at present there was no Treasurer. The Accounts were presented. They showed that income had increased by about £13,000 (partly due to a large rebate received) and expenditure had decreased by approximately £7,500 on last year.

#### 5. User Group Reports

**Dance Exercise Class** - Lynda Thain read the report from Kay Hall (Elizabeth Kay School of Dance) who said that they had had quite a good year, with 11 members regularly attending, 5 of which were from the local area. They had not suffered so much disruption from local youngsters this year, which had been a relief.

**Petanque** - Mary Almey said that the group were concerned about parking; they were now not allowed to park on the grass, which had caused difficulties with another group which met at the same time. However, she believed that the Speedway Cycle group were still using the park. G Colby said that that was now in hand and that Petanque were now parking in front of the gate, which was a help.

**All About Rescue** - Michele Neave said that they were delighted to have found Harford Community Centre, and that the City Council's "Get Involved" week had been very useful for them.

**Cycle Speedway Club** - Gary Colby said that the Club had gained two extra riders and, although they were quite low in numbers, they were looking forward to the next season.

Reports were also received from - URC Friday Youth Drop-In, Dog Agility Exercise, Support Group Meetings (Pearl Cooper), Wednesday Bridge Club.

#### 6. Election of General Committee

The Committee stood down and Max Griffiths took the Chair. He thanked the Committee and staff at the Centre, and also the User Groups. He said that Harford was a thriving Centre and was going from strength to strength.

In connection with the possible move to a **New Community Centre**, he said that there were many hurdles along the way and next year could bring big decisions for the Committee to make.

He asked for volunteers who would like to be elected onto the Committee at this important time. Michele Neave, Mary Almey, Karen Browes-Walker, Lynda Thain, and Gary Colby came forward and were elected.

7. Election of Honorary Officers

Chairman - Gary Colby

Minutes Secretary - Lynda Thain

were proposed and seconded. The post of Treasurer remains vacant.

8. Election of Trustees

Gary Colby will remain as a Trustee. Michele Neave and Lynda Thain were nominated and elected as Trustees.

9. Appointment of Independent Examiner

Jennifer Burns (Freed of London) will continue as Independent Examiner.

10. Amendment of Constitution - No amendments received.

11. Questions to the Committee

Max Griffiths asked whether there were any questions, particularly re the new community centre. In reply to several questions, he said that there would be discussions with User Groups and park users and their views would be taken into account. The proposed move was being considered because of the cost of maintaining this building; the last quote for the roof alone had been £50,000. The new centre would have a hall and two meeting rooms. There would be no outdoor space but some sports would be possible inside the hall. There would be solar panels on the new building, which would help to keep costs down. The plans would be going before the City Council in January 2016 and we would be looking at the end part of the year for the move.

12. Date of next Committee meeting - 6 January 2016.

# Annual Report 2016

Good evening to you all and thank you for coming along to this year's Association AGM.

The centre is still very active with a very different variety of regular user groups, including dance, slimming, youth groups and many more, hopefully all in attendance tonight.

A big thank you to Ian our centre manager and to the other members of the committee, and cleaning staff to keep the centre running and making the centre the success it is, achieving the top 5star rating awarded by the city council for efficiency.

We are still financially in the black even with the high energy and other operating costs, a copy of the accounts are available tonight.

As you all may be aware we were approached a while ago about the possibility of moving the association to the new centre at the Asda site on Hall Road.

The trustees and council have been working together to enable this to happen, we are looking to be moving to the new centre late summer 2017. Council representative Max Griffiths is on hand tonight to give us an update and hopefully answer any questions.

If anyone is interested in joining the committee and help make decisions in running the centre, we meet once every six weeks which normally last's around an hour..

Finally I would like to wish you all a Merry Christmas and a Happy New Year.

Gary  
Chairman

<u>Income</u>	<u>This Year</u>	<u>Last Year</u>
Come, Sit & Play Dog Training	-	1,754.00
Elizabeth Kay School of Dance	832.50	699.75
Bridge Club	2,590.62	2,692.00
Tea Dance	650.00	551.50
Bowls	-	167.75
Petanque	150.00	150.00
Lakenham Dale Creative Theatre	-	428.00
Forward In Faith	2,705.00	3,324.00
Slimming World	4,030.00	4,875.00
Sure Start	3,760.00	2,451.50
Social Club	2,091.97	8,320.00
URC Youth Drop In	550.00	592.00
Zumba	150.00	90.00
Function Room Private Hire	2,719.00	2,289.00
Other user groups	3,833.50	4,210.00
Bank Interest	53.02	28.64
Misc	-	3,078.87
Business Suite Hire	2,955.00	2,840.00
	27,070.61	38,542.01
<u>Expenditure</u>		
Wages	11,986.73	11,649.12
Cleaning supplies	456.21	691.06
Refuse	332.97	1,109.52
Gas	2,738.07	2,334.00
Electricity	6,853.95	3,239.43
Telephone/Broadband	880.47	858.58
Licenses	-	339.94
Equipment	853.13	107.72
Repairs & Maintenance	-	-
Security	-	12.78
Deposit Refunds	575.00	595.00
Insurance	-	1,140.71
Accountancy	-	216.24
Postage & Stationery	23.87	76.67
Misc	-	273.52
	24,859.39	22,644.29

	<b><u>This Year</u></b>	<b><u>Last Year</u></b>
<b>Opening Fund</b>		
brought forward from previous year	30,062.09	14,164.37
plus surplus from I&E Account	2,211.22	15,897.72
	<u>32,273.31</u>	<u>30,062.09</u>
<b>Represented by:-</b>		
<b>Current Assets</b>		
Current Account	21,224.90	18,360.94
Deposit Account	10,607.80	10,554.79
Cash in Hand	440.61	1,146.36
	<u>32,273.31</u>	<u>30,062.09</u>
Cheques still to clear	-	
Current Account balance less uncleared cheques	21,224.90	
	<u>32,273.31</u>	
Remaining available balance	<u>32,273.31</u>	

# User Group Reports

## Dog Agility Exercise

I use the centre to exercise my dog using agility equipment for 1 hour on Sunday afternoons. I am flexible in the times I use the centre as it is the weekend and I know that other people might want to use the facilities at this time, so I will alter my times to fit in with other people.

Julie Guymer

## Cycle Speedway

At the end of the 2015 race season, the club made the difficult decision to switch to Eaton Park for our main racing in 2016.

Mainly to recruit more member's as we were very low on riders, however we have still been training here at Harford Park and held go-ride racing events.

We have recently had meetings about a project called Lakenham Sport for Change, the club will be involved in this by delivering coaching session's with Lakenham Primary School so hopefully we can get more children actively involved with sport in the area.

We have increased our numbers by 10 so it has had a fairly good response switching to Eaton Park so far.

There will be some winter racing here at Harford, check out our Facebook page Norwich Cycle Speedway for details.

Glenn Grange

# Friday Youth Drop-In

*run by* Ipswich Road United Reformed Church

The 'Drop In' is for young people of High School Age and runs nearly every Friday in term time from 4-6pm. The very nature of Tuckswold Youths as a 'Drop In' means that numbers vary each week, usually between 7 and 17, but there could be more or less. Currently we have a regular attendance of 10-15, but over 70 young people have been registered with us during the past year. We have also noticed that many of the young people are coming for the whole session, rather than dropping in and out and this has led to a much calmer atmosphere. We have 2 main groups of young people attending, one group has been with us for many years, (one young man who attends regularly registered in 2011) and this year we have also welcomed a number of younger people, some of whom used to belong to the Wednesday Club which we run at the church for those in school years 2-6. Both groups integrate well in the club and interestingly; the majority of the young people are male. We continue to employ 3 youth workers to support our activities and there is always a representative of the church in attendance as well, who takes responsibility for the evening.

The 'Drop In' is free but there are refreshments for sale including cheese toasties, Mars bars, Coca Cola and sweets as well as hot and cold drinks. The most popular activities are x-box, (loaned weekly by ENYP, through whom we employ a youth worker), snooker, table tennis, board/card games and the chill out zone. Crafts are available, but we no longer provide a weekly one as there was not the demand.

We are extremely grateful to the staff and committee of Harford Community Centre for their support for the group and for allowing us to store the larger equipment on the premises. Without this support, we would be unable to run the club. We would warmly welcome further involvement of the Community in the 'Drop-In' and if anyone wishes to do so they should contact either Richard on [richard9cr@gmail.com](mailto:richard9cr@gmail.com) or Audrey on [audrey.elliott1@mail.com](mailto:audrey.elliott1@mail.com)

## Afternoon Tea Dance

A tea dance is held on alternate Wednesdays and attended by 30 to 40 dancers.

Tea and cakes are provided in the interval and a raffle is held to raise funds for special events.

John T plays the music for a most enjoyable afternoon - so Ke-e-e-p Dancing.

Tea Dance Committee.

## Elizabeth Kay School of Dance

Dance Exercise Wednesday evening 7-30 - 8-30pm.

The dance exercise class I run on Wednesday evening at the Harford Centre has done well.

Although we have lost a couple of people to the new gym on the ASDA site on Hall Road, we have gained many new members mostly through recommendation, and a few through local advertising.

We now have double the number of members that when we first moved to Tuckswood. Consequently I have had to close the class to new members as the size and configurations of the Harford Centre mean that there is no more space to fit people in!

I am therefore very keen that the move to the new venue will come about soon, and that it will be big enough to accommodate more people. It would also be good if the flooring in the new venue were more suitable for dance classes, with a bit more "give" in it than concrete has.

The class is very sociable with new friendships being formed, and at the October half term we all went for a meal at the Oak Tree pub and a jolly good time was had by all.

Kay Hall

# Portuguese Academy of Norfolk

We are the Portuguese Academy of Norfolk (Academia do Português, Norfolk).

We were created in 2016 to give the chance to all the Portuguese people that lives in Norfolk and in all UK to join and be together celebrating popular parties of our country. However, any persons of different countries are welcome.

At the moment, our group have 381 members on Facebook but every day that number has been increased.

On this first year, we done 3 parties where everybody could taste the Portuguese food, enjoying our popular music and some friends of different countries could see our culture.

## Norwich Best for Pets

Our group has had another great year at Harford - thank you! First Aid Courses, a Doglaw seminar, vetchats are among the events and throughout the year the group has been evolving. 2017 will see a more 'formalized' team with community projects planned - all very exciting. As always we are so grateful for the wonderful people that contribute including our local RSPCA team (Norwich & Mid-Norfolk) and we look forward to continuing our work with them in the New Year. Thanks also to Ian Wells - couldn't manage without you! We would just like to wish everyone a truly Happy Christmas and a Wonderful New Year! NBFP

## Harford Pétanque

A group of Pétanque players play on the terrain every Tuesday morning from 10am (roughly 1½ to 2hrs).

We welcome new members of any age. Fee 50 pence per person, per morning. - Contact No. 01603. 928364

## Election of General Comittee

Not less than 4 or more than 20

## Election of Honorary Officers

Nominations received

Chairman - Gary Colby

Minutes Secretary - Lynda Thain

Treasurer - Vacant

## Appointment of Independent Examiner

Jennifer Burns – Freed of London

## Amendment of Constitution

No amendments received