



Annual General Meeting

30th November 2017

AGENDA

1. Welcome and Apologies
2. Minutes of the last AGM
3. Annual Reports
4. Accounts
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



Minutes of Annual General Meeting

Held on 7th December 2016

1. Welcome and Apologies

Chairman, Gary Colby, welcomed those who attended - Ian Wells (Centre Manager), Max Griffiths (Norwich City Council), Karen Browes-Walker (Cttee), Lynda Thain (Cttee, Dance Exercise), Nicole Hensham (NLNLI), Mary Almey and June Kidney (Petanque), Ann Minter (U3A Needlecraft), Audrey Elliott (Tuckswood Youths, Ipswich Road URC), Michele Neave and Paul Williams (Norwich Best for Pets), Sarah Wells.

Apologies were received from - Cllr Chris Herries, Cllr Sue Whitaker, Kate Price (Norwich CC), Kay Hall (Dance Exercise), Pearl Cooper, Janet & David Harradine & Janet Alborough (Tea Dance), Jack Woods (Norwich Veterans Association).

2. Minutes of 2015 AGM

The minutes of last AGM (25 11 15) were accepted.

3. Annual Report

G Colby read his Annual Report. He thanked Centre Manager, Ian Wells, the Committee, and cleaning staff who contributed to the successful running of the Centre, achieving the top 5-star rating for efficiency awarded by the City Council.

4. Accounts & Treasurer's Report

I Wells said that there was no Treasurer's Report, but the Balance Sheet and Income & Expenditure were presented to the meeting. The Accounts have been independently verified. Income was down due to the loss of several groups, including the Social Club, but the bank balance was still healthy.

5. User Group Reports

Dance Exercise Class - L Thain read the report from Kay Hall (Elizabeth Kay School of Dance) who said that the class had done well and they had gained many new members through recommendation and local advertising. The class was now full due to lack of space and it is hoped that the new centre will be able to accommodate more. The class is very sociable with new friendships being formed.

Friday Youth Drop-In - Audrey Elliott read the report from the Ipswich Road United Reformed Church. The numbers attending vary each week, but there is a regular attendance of 10-15, mostly male. They have two main groups as they now welcome younger people, who integrate well with the older group. They employ 3 youth workers and there is always a representative of the church who takes responsibility for the evening. The most popular activities are x-box (loaned by ENYP), snooker, table tennis, board/card games and a chill-out zone. The URC are extremely grateful to the staff and committee of Harford Community Centre for their support, without which they would be unable to run the club.

U3A Needlecrafts Group - Ann Minter read their report. This group is new to the Centre who had needed to relocate and had come on recommendation from the U3A Bridge Group. They were very grateful for the assistance given by the Centre Manager and have felt very much at home. They are hoping to have a little more storage space in the new Centre.

Harford Petanque - Mary Almey said that she had just heard that the terrain was going to be made longer. She felt that netting would help keep out the stones which were getting on the terrain. The group meet every Tuesday morning at 10am and they would welcome new members.

Cycle Speedway - Gary Colby read their report. The Club had made the difficult decision to switch to Eaton Park for their main racing in 2016 due to lack of riders, but have still been training at Harford Park and held go-ride racing events. The move has resulted in an increase of 10 riders. There will still be some winter racing at Harford. The Club will be involved with a project called Lakenham Sport for Change by delivering coaching sessions with Lakenham Primary School. The aim is to get more children actively involved with sport in the area.

Reports were also received from - Dog Agility Exercise (Julie Guymer), Portuguese Academy of Norfolk, Afternoon Tea Dance, Norwich Best for Pets.

6. Election of General Committee

The Committee stood down and Max Griffiths took the Chair. He thanked the Committee for their hard work and said that it had been a good year for the Centre. The year ahead promised to be an interesting one for the Committee, with big decisions to be made about the move and an opportunity to have a say in day-to-day running of the Centre.

He asked for volunteers to be elected onto the Committee. Ian Wells, Gary Colby, Lynda Thain, K Browes-Walker, Mary Almey, Michele Neave and Paul Williams came forward and were elected.

7. Election of Honorary Officers

The posts for election were - Chairman, Treasurer, Secretary (Minutes).

Chairman - Gary Colby (nominated by M Neave).

Minutes Secretary - Lynda Thain (nominated by Ann Minter).

The above were elected. There were no nominations for Treasurer; Ian Wells carries out this role.

Trustees remain as before (Gary Colby, Michele Neave, Lynda Thain).

8. Appointment of Independent Examiner

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

9. Amendment of Constitution - No amendments received.

10. Centre Update

M Griffiths gave an update on where we stood with discussions and negotiations with ASDA. The Certificate of Completion had been issued on 9 November and we had now started a process of negotiations in connection with the fit-out of the building. We had provided ASDA with a standard specification for community centres. The plans that they had sent us were in no way adequate or acceptable to us. There would be no disabled toilet, no heating, no flooring, no ceiling, no cupboards, no insulation. Our estimate of the necessary work had been £162,000 and theirs was £70,000, and they were not willing to budge on that. In this situation, the next process was that we go to Arbitration to negotiate a resolution. A meeting was to be held with City Council and Head of Planning the next day.

Ian Wells suggested that we had a Committee meeting to decide what action we want to take. Audrey Elliott said that we should ask for input from User Groups; however, time was of the essence as the deadline was Friday.

It was decided to end the AGM, have refreshments, and then have a special Committee meeting (to which all were invited).

After refreshments, the meeting discussed suggestions and plans to settle the difficulties with ASDA with regard to the New Centre fit-out. Max Griffiths said that our best allies would be Councillors as they would be entirely behind us as representatives of the community. Our local MP should also be contacted. It was suggested that we needed to send an official email from the Trustees of the Community Centre. Emails could also go to the Chief Executive of ASDA saying that they had failed to undertake a commitment they made to provide a Community Centre which was fit for purpose. This could also be sent to the Chief Executive of Walmart in America. We would need to put together a high-profile campaign, including the Press, Radio and Facebook. Max Griffiths warned that we should be careful what we said on the radio; we needed to go through the documents and make sure what we were saying was correct.

(Max Griffiths left the meeting at about this time.)

After further discussion, it was agreed that Michele Neave and Paul Williams would liaise with Ian Wells to put all this into practice. Audrey Elliott would also put it on the URC website.

The meeting closed at about 9.30pm.

Annual Report 2017

Good evening and welcome to this year's AGM.

I'd like to start by saying a big Thank you to Ian our centre manager, Michelle and Linda both trustees, Karen and Derek committee members and Max from City Council.
The centre would not run without their hard work and enthusiasm.

A lot has happened since last year's meeting; it was then that we were advised we would not be receiving our centre in a fit for purpose state from ASDA.

The council's hands were tied in the matter, so it was down to people power and press involvement to get the centre we were promised.

A group was formed led by Michelle,(Trustee) who has a good rapport with the press and a reporter was soon on the scene to publish the story of our plight.

It did not seem too long before we had contact with the relevant people to deal with at ASDA and things started to move in the right direction and a good working relationship was formed by all parties.

August Holiday Monday saw the grand opening of the new centre, a great day was had by all and many new friends were made and more users for our centre.

I'm sure you will all agree it was worth waiting for, we have still a few issues to resolve but with Ian at the helm these are being dealt with.

When we moved from our old centre to the new, our 3 cleaners and good friends Rita, Robert and Janice have decided to retire after many years of loyal service to our community.

On behalf of us all I want to wish you long and happy retirements and Thank you for your great work over the years, and keep using the centre now you have more time.

The account is still in a healthy position, which you are all welcome to look through; we will be spending some of it on new equipment and furnishings.

I hope all the user groups are enjoying the new surroundings.

Merry Christmas and Happy New Year
See you all in 2018

Gary Colby
Chairman

Centre Report

My position as Centre Manager has dramatically changed this year. The Committee decided that the move to our new Centre would need a more hands on approach and I was offered an increase in hours from one day to three days a week, (if only!)

From the beginning, liaising over the plans and budget with Asda and City council representatives, to making our feelings known in the press when times became difficult. Helping Derek with the move from the old Centre and introducing ourselves at the Opening in August I was kept extremely busy. Three days in reality became seven and eventually I took a well earned break in October, I would like to thank everyone who rallied round while I was away.

We are still learning as time goes on and we are hoping to make improvements to the kitchen soon; the new blinds are on their way and a new door locking system will be fitted shortly. My office is waiting for shelving - it won't seem such a muddle then!

The Centre has seen a hive of new users and we now have over 30 diverse and regular users with new enquiries being made all the time, it certainly has become a thriving community centre.

Ian Wells
Centre Manager

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

Friday U3A Bridge

The room we have for Bridge on Fridays is pleasantly light. However, the kitchen hatch is still inappropriate for serving teas. It requires an extra table to be put up and there are only 3 or 4 of the members fit enough to put out all the required tables and chairs.

Nonetheless we are all making an effort to settle in to the new conditions.

Shirley Keeble
U3A Coordinator.

Ashby Art Group

The Group has enjoyed another successful year, despite having two venue changes and a change of meeting day. A nucleus of around a dozen regular members now meet every other Tuesday afternoon to enjoy a sociable get-together, learning new skills or extending previous experience in painting, drawing or lino-cutting and so on, while enjoying the excellent facilities provided by the new Community Centre. New members are always welcome to join a group of like-minded people and have some fun. The Group, organised by AgeUK Norwich, and led by Valerie Chambers, is open to people of all grades of experience - or none! "I haven't touched a paint brush since I was at school" a typical comment from new members, but they are soon on their way to discovering their inner Rembrandt!

Friday Youths' Drop-In

run by Ipswich Road United Reformed Church

Ipswich Road URC has been running a youth drop in at Harford Community Centre since October 2010. During that time we have got to know many of the young people in the area. The "Drop In" has changed in character over the years, but still offers the same support for the young people of the area-a place to be safe, cared for and respected with activities to promote these values to each other.

The move to the new centre has led to a new feel and a change of name we are now called "Friday Youths". During the last 12 months over 50 young people have come to the 'Drop In' with anything

between 4 and 20 per week. We regularly now have between 7 and 14 young people who are coming regularly, but the difference is that they are now coming for the whole 2 hours (often arriving early to help us set up and some offer to help clear away afterwards), and they are mainly boys who are in the 12-14 age group. This has presented us with new challenges and a more structured approach to parts of the evening is now being trialed, along with the regular activities of pool, table tennis, board games, a craft activity and x-boxes. During the year we have also introduced irregular real life skills experiences eg wood work-at Easter they made a cross to go outside the church and in the summer a table for the xbox, using old pallets. We are much indebted to Dominic from ENYP for introducing these skills.

We do not charge for the club-it is entirely financed by the church, but we do sell refreshments and have discovered that cheese toasties are extremely popular!

The Drop In is staffed by at least one volunteer from the church plus one qualified youth leader, who we employ through ENYP and one sessional support worker who we employ, usually from UEA. All staff are Christians and are DBS checked.

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 our equipment on the premises. (The ability to store everything here now has made a huge difference) 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 or Audrey on audrey.elliott1@mail.com

Dance Exercise Class

We are delighted to be at the New Harford Centre, it is bright and welcoming, with very good facilities.

Several new people have joined the class since we started in September, encouraged by the new more visible venue, and increased publicity, and facilitated by having a bigger room to meet in. We are probably close to capacity

Initially I had a few problems with working the key box but I understand this issue will be addressed soon, and I like the security of the MagLock especially now there is a doorbell for any latecomers to use.

I find the floor a bit kinder on the knees than the one at the old Centre, but the covering is a little too resistant for some dance moves, often feeling very sticky indeed.

All in all a very satisfactory move and I'm sure all the little teething problems will be rectified over time. The class members and I like the location in a well lit, busy area, which feels safer than the old Centre, and of course with facilities close by for shopping etc.

Kay Hall

Harford Cinema Club

We are a newly formed club who are hoping to meet on the first Wednesday of the month. We are operating with the support of Age UK Norwich.

We would welcome all suggestions as to what type of film you would like to see. Our film on 6th December is the 1994 version of Miracle on 34th Street starring Richard Attenborough and Mara Wilson.

We will not be showing on 3rd January but our next film will be 7th February and will be Calendar Girls.

We charge £2 and that includes popcorn, ice cream, teas/ coffee and of course the film.

Please tell your friends about the club and we look forward to meeting you there.

Karen Browes-Walker

Aem Hai Martial Arts

We have had great success since the opening of the new Centre. It has given us a great new venue that has attracted new customers and developed growth in our junior classes.

We have also started a new project with support from Energise Tuckswood and Lakenham. This is a women's self defence class called 'Female and Ferocious' on Monday nights which has enjoyed great success.

This has led to some mothers enrolling their children into the main karate school. Which was an unexpected, but pleasant surprise.

We have been given funding for this project from 'Energise Tuckswood and Lakenham'. We have used this to create a sustainable project. We have engaged with local services to promote this project and offer value to the community.

One of our female participants has joined our team to become a trainer and we are currently supporting her in her development in this path.

We also purchased new equipment for our classes, which in turn increases the qualitative value of the service we provide as well as diversity of tuition.

We are looking forward to potentially increasing our projects in the Tuckswood and Lakenham area in the near future and we are open to new ideas.

Sensei Daniel Kean-Cockburn

Election of General Committee

Not less than 4 or more than 20

Election of Honorary Officers

Nominations received

Chairman - Gary Colby

Minutes Secretary - Lynda Thain

Treasurer - Vacant

Election of Trustees

Nominations received

Derek Thorndike

Appointment of Independent Examiner

Jennifer Burns – Freed of London

Amendment of Constitution

No amendments received