

**Wilstead Jubilee Centre
Annual General Meeting
15th May 2018 8.30 pm**

Minutes

Attendees:

David Lloyd, Eric Benton, Jackie Lloyd, Stan Shuter, Dave Riddle, Jim Struthers.
Graeme Combes

Apologies: Ian Jones. Tim Wren

The Committee agreed last year's minutes and the Chair signed them

1 Chairman's report

Over the past year we have had a larger than usual amount of maintenance work carried out. Mainly as a result of regular safety tests, which have shown that some items have failed.

The pressure chamber on the hot water system needed replacing, which has been done. We have yet to receive the bill for this work.

Other costs include replacing the water heater in the kitchen after it broke and we were unable to repair it. I would like to thank Councillor Graeme Coombes for his support from the Ward Fund.

The current condition of the old floodlights has deteriorated to a point where at least one needs replacing. We have had a quotation for this work, and a quote to replace four of them, to make the Multi User Games Area (MUGA) floodlit. Again we were offered support from the Ward Fund, unfortunately we were unable to use the funding as we do not yet have Planning Consent for the development. There may be the opportunity to have this work done in the coming year with some grant aid.

Another area for improvement has been the decision to procure some more chairs that are more comfortable than the existing seats.

Many of the improvements that we are hoping for will rely on funding or aid, and I would like to thank the Parish Council for their support.

I have over the year written articles in the local Wilstead Newsletter to encourage the community to use the facilities that they asked for, but the response has been poor. I have spoken to Martin Trinder from the Community Voluntary Service to see if they can use our venue, but have not had the response I was hoping for.

The Wilstead Football Club remain the main user of the Jubilee Centre in accordance with the Football Associations guidelines. We are also fortunate to have a long running health and fitness trainer using the Centre twice a week.

There has been talk of a youth club, however this has not yet moved forward.

We have many facilities that are seldom used, these include tennis and netball equipment, one can only hope that these facilities will become used in the coming year, both to help us meet our Charitable Constitution and help make us a going concern.

I would like to thank the Committee and Caretaker for their support throughout the year and look forward to working with them to move forward in the coming year.

2 Treasurers report

This has been a slightly better year in that we have improved our income by nearly £1200 and reduced our expenditure by over £700.

Nevertheless we still made a loss of £1300 and if we were to continue at this rate our balance would be exhausted in 4 years time - and that is without making any contingencies for loss of some income or repairs and maintenance beyond the minimal amounts we have spent recently.

The improvement in income has been almost entirely from the bookings from Paul Simpson for his Fitness and Nutrition classes (£1200 this year) as the number of bookings for parties etc has remained fairly constant at only 21 despite our efforts to promote the venue.

We have been discussing for some time whether the Football Club could use the Centre more as a Social Club and from money raised on bar sales be able to fund additional rental. This would be a good solution and have the additional benefit of raising awareness of the Jubilee Centre, thus raising the possibility of additional rentals.

I believe the "tipping point" for drastic action must be getting down to a balance of only £3000. This could happen quite easily in the next year if we are not to find additional income.

I therefore urge the Football Club to make a decision urgently and go ahead with their proposal

The accounts do not have to be audited for the Charity Commission.

The Committee and Chairman thanked Eric for his efforts throughout the year.

The End of Year Accounts are appended to these minutes

3 Booking Secretary report

There has been various parties booked. At the moment I am trying to organise a day for a Netball Tournament. Curiously, although there aren't that many bookings, often a couple of people want the same day.

Hirers often praise our facilities, and thank Stan for his helpfulness, and we have had several repeat bookings.

The Football Club and I liaise so we can accept a booking, even if there is football planned, to maximise the Centre's income.

Last August we were hired for a Fun Day for Autism Bedfordshire, which wasn't well advertised, but there was some support.

The Evangelical Church used the Centre for three afternoons in October for the Summer Play Scheme, and I shall approach them again this year in the hope they will repeat the booking.

There have been a few parties this year, however the only regular hirer we have is Paul Simpson who runs a keep fit club two hours a week.

I received the following email from Nigel Jacobs: I like to express the Parish Council's continued gratitude to you, David, Eric and the other members of the Management Committee for all the hard work you put in managing this village asset for the benefit of the community.

The Chair and Committee thanked Jackie for her work as the Booking Secretary and Secretary for the year

4 Football Club Chairman's Report 2017-18 Season

We took 10 teams onto the Jubilee pitch again this year and it has been a season with highs and lows but ultimately with success

We have already been awarded our Charter Status for the coming season, demonstrating our commitment to upholding the core values of the FA and supporting grass roots football. Next year we will have a minimum of 7 youth teams so grass roots football is most certainly supported here at Wilstead FC

The Jubilee Committee continue to support the Football Club and maintenance of this wonderful facility is often down to a few fine people. I would like to put on the record the thanks from Wilstead Football Club for all the efforts that David Lloyd and his team do in making sure this pavilion is kept to such a high standard and why it is still the envy of many teams who visit.

We are in the process of investigating the ability to have a WFC bar opened after match days to boost funds and allow us to help keep this structure maintained to the level we have got use to. We must support the JC where we can as we are the dominate hirer of the centre.

James Struthers
Chairman
Wilstead Football Club

Chair thanked Jim and his team for support of the Jubilee Centre.

5 Election of Officers

There being no nominations or changes the Committee and Trustees remain the same for the forthcoming year.

The Committee thanked the Chair for all his efforts

Date of 2019 AGM meeting

Tuesday 14th May 2019

WILSTEAD JUBILEE CENTRE

Preparation of Accounts for Wilstead Jubilee Centre

**Income and Expenditure Account
For Year Ending 31st March 2018**

	2018		2017		2016		2015	
	£	£	£	£	£	£	£	£
Income								
Centre Hire - Wilstead Football Club	2,175.00		2,154.16		1,866.67		1,900.00	
Centre Hire - The Revive Co	0.00		150.00		500.00		512.50	
Centre Hire - Bluebells Nursey	0.00		0.00		0.00		6,331.50	
Centre Hire - Other	2,261.25		884.50		917.60		1,027.00	
MUGA Hire	0.00		150.00		0.00		0.00	
Ward Fund Grant	93.72		0.00		543.08			
Deposits received					350.00			
			See "Deposits Owed"		See "Deposits Owed"			
Total Income		4,529.97		3,338.66		4,177.35		9,771.00
Expenditure								
Stationery & postage	10.79		7.68		15.12		7.43	
Repairs & maintenance	819.38		1,334.70		709.60		1,415.19	
Gas & Electricity	1,024.68		1,197.79		1,147.04		1,318.84	
Cleaning	3,126.63		3,085.46		3,095.61		3,000.04	
Insurance	770.73		761.21		817.17		749.03	
Sundry	106.00		188.03		649.02		140.84	
Deposits returned					300.00			
			See "Deposits Owed"		See "Deposits Owed"			
Total Expenditure		5,858.21		6,574.87		6,733.56		6,631.37
Surplus of income over expenditure		<u>-1,328.23</u>		<u>-3,236.21</u>		<u>-2,556.21</u>		<u>3,139.63</u>

Balance Sheet as at 31st March 2018

	2018	2017	2016	2015
Reserves				
Balance as at 1 April	7,096.91	10,333.12	12,889.33	9,749.69
Surplus for the Year	-1,328.23	-3,236.21	-2,556.21	3,139.63
Balance as at 31st March	<u>5,768.67</u>	<u>7,096.91</u>	<u>10,333.12</u>	<u>12,889.32</u>
Represented by				
Bank	6,006.42	7,915.79	11,208.44	13,784.14
Cash	79.48	162.35	42.53	183.76
Prepayments	599.45	570.91	682.51	595.43
Debtors	0.00	0.00	0.00	600.00
Accruals, uncleared cheques and deferred income	-716.67	-1,252.14	-1,350.36	-1,974.00
Deposits owed	-200.00	-300.00	-250.00	-300.00
	<u>5,768.68</u>	<u>7,096.91</u>	<u>10,333.12</u>	<u>12,889.33</u>