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Rossgate
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Hemel Hempstead
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ANNUAL GENERAL MEETING

OUR ANNUAL GENERAL MEETING, WHICH IS
OPEN TO ALL, WILL BE HELD AT THE CENTRE
(Galley Room, upstairs)

ON

Thursday 24 October 2019

At 7pm.

GADEBRIDGE COMMUNITY ASSOCIATION

**AGM Thursday 24 October 2019 7:00pm at the Community Centre
(Galley Hall, upstairs)**

AGENDA

Welcome by Chairman

Record attendees and apologies for absence

Minutes of 21 September 2018

Matters arising

Chairman's report

Group reports (if any)

Accounts and Treasurer's report

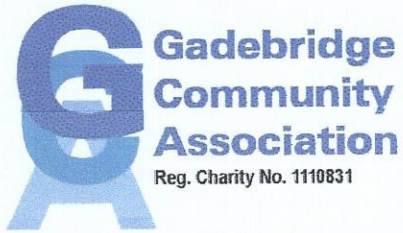
Re-Election of Managing Trustees:

**Israel Imarni
Sue Geraghty
Irene Lippiatt
Roger M Taylor
Sue Woodard
Dave Woodard**

All the above offer themselves for re-election

Note: There are Holding Trustees appointed, solely to hold the lease(s) from DBC on behalf of GCA as an unincorporated body cannot hold property. They remain in place until a new deed is engrossed changing any of them. They by definition cannot be Managing Trustees.

To close the meeting



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AGM 24 October 2019

Attendance register

Name	Group/Organisation
Roger M TAYLOR	TRUSTEE
DAVID WOODARD	Chairman. Trustee.
SUSAN Geraghty	Trustee.
SUSAN WOODARD	TRUSTEE
Chaplin	TRUSTEE HOLDING TRUSTEE
K. WATTS	G.C.A. Centre Manager

GADEBRIDGE COMMUNITY ASSOCIATION

AGM 21 September 2018 19:30hrs/7:30pm at the Community Centre

Minutes

- 1) Welcome by Chairman**
- 2) Record attendees and apologies for absence – attendance sheet attached. Apologies received and accepted from Israel Imarni (Chairman) and Irene Lippiatt (Trustee)**
- 3) Minutes of 18 September 2017– Proposed Sue Woodard
Seconded Sue Geraghty
Approved. Signed Roger Taylor
(in Chairman's absence)**
- 4) Matters arising - None**
- 5) Chairman's report – In Isy's absence, Dave Woodard gave a resume of what we have been doing during the past year and our aspirations for the future. Preschool, taking on Gadebridge Youth Club following the collapse of the former management team and further developing the centre itself. Gave grateful thanks for a tremendous amount of effort throughout the year by all staff.**
- 6) Group reports (if any) – there were none.**
- 7) Accounts and Treasurer's report including the future of Youth Club – full report attached**
- 8) Election of Managing Trustees:**

**Israel Imarni
Sue Geraghty
Irene Lippiatt
Roger M Taylor
Dave Woodard
Sue Woodard**

All the above offer themselves for re-election. Proposed by Karen Seconded by Jackie. Approved.

9) AOB – Roger took the opportunity to expand on the progress of Gadebridge Youth Club being given to us, at present under a tenancy at Will, with a view to a new lease being completed late 2018/early 2019. Negotiations are already underway re Heads of Terms. As indicated last year, we have had a lot of support from Dacorum Borough Council in bringing the GYC building up to scratch. We also had commitment from Eckoh donating their CSR day for this year to us. That also included buying the materials. The GCA site supervisor Graham Nash, the assistant caretaker John Cornish, the Administrator Karen Watts and her Assistant Laurie Young are all willing to provide the necessary support to the premises.

Note 1: There are three Holding Trustees appointed, solely to hold the lease from DBC on behalf of GCA as an unincorporated body cannot hold deeds. They remain in place until a new deed is engrossed changing any of them. A similar lease will be granted to GCA for Gadebridge Youth Club building. Holding Trustees have been nominated and confirmed their willingness to act in that role for us

Note 2: Time was also taken to review the Cyber Cafe and how that could have a bigger impact in the community. Sujit spoke on how supportive it has been to and for him. We also discussed the outstanding risks and issues with DBC. Schedule to be given to Chief Exec. On a Health and safety issue, Dave will look at cladding for radiators in tandem with Graham.

10)Next years AGM will be holden on or around 19 September 2019 to be confirmed

11)Thanking all those attending for their support the acting chairman closed the meeting at 20:25hrs

Signed.....

Chairman

date.....

24th October 2019

GADEBRIDGE COMMUNITY ASSOCIATION

TREASURERS REPORT – 29 April 2019

Year ended 31 March 2019

The past 12 months have been very busy with much still underway and I will start the report with the details of our finances.

You will see from the balance sheet that we have a deficit of £12,259 but let me assure you this is a planned deficit due to ploughing back some of our accrued surpluses. The reserves policy is to endeavour to retain between 2/3 months expenditure which is approx. £30/£40k. As at 31 March 2019 we have £22k in The Centre, plus £10k with our payroll partner as our surety bond and £4.5k in The Gadebridge Youth Centre (which refer to as The Annexe) totalling £36.5k. I am content with that ratio and I trust you will be to.

So far as The Centre is concerned, we have continued to pursue the possibility of outsourcing the management of The Preschool. You will recall that last year I outlined our rationale for doing this highlighting the importance we have given to dedicated Child Care professionals fulfilling that role. We are continuing to follow that objective and as at 31 March 2019 we are close to selecting our preferred partner. I anticipate that much will be resolved by the time of our AGM later in the year. The office staff continue to support the Preschool staff with much of their paperwork and this is reflected in the apportionment of the Administration team salary costs devoted to this.

We have upgraded the alarm system in the Annexe. DBC covered the cost of the new system from the funding I had negotiated last year. In both settings we now have CCTV which we paid for from our accrued surpluses. The website has also been updated which was launched at our New Year's Staff day on 7 January 2019.

In The Annexe we continue upgrading the facilities and the new lease is in the hands of DBC Legal Department. We have three new holding trustees ready to sign on our behalf as soon as the document is ready following which it will be sent for registration at The Land Registry

Bookings remain encouraging but we need to make them more buoyant and the rates we charge need to be reviewed. This will be done now we know our income streams and outgoing costs.

As I reported last year, we have no control over the grant received from County but we need to consider the fees paid by self-funding parents. Should our search for an appropriate partner not come to fruition in the short term, we will be increasing our self-funding fees from 2 September 2019

The pension scheme we operate is now used by 70% of our staff and our Employer contribution is included in the Staff costs.

Whilst in the very early stages, we have also started negotiations with an organisation specialising in fundraising for charities like us. The first stage is to draw up a "wish list" of what we would like to achieve. That process has been started and we will keep you up to date with our progress.

I extend my grateful thanks to all who have contributed to another interesting and successful year and I also acknowledge the contribution from our independent examiner in bringing the accounts to you for your confirmation.

Thank you one and all



Roger M Taylor FCIB
Managing Trustee and Treasurer

ACCOUNTS FOR GADEBRIDGE COMMUNITY ASSOCIATION

1 APRIL 2018 TO 31 MARCH 2019

	2018	2019	2018	2019
INCOME	£	£	EXPENDITURE	£
£ 2,731.00 Weekly Functions	£ 2,578.00	£ 95.00	£ 28.00	
£ 55,183.74 Weekly Groups	£ 49,632.53	£ 128.00	£ 120.00	
£ 38.00 Donations	£ 29.60	£ 1,350.00	£ 1,400.00	
£ 640.69 Refunds (utilities)	£ 468.36	£ 540.00	£ 552.50	
£ 3,984.90 Events	£ 5,276.50	£ -	£ 210.48	
£ - Fund raising/Grants	£ 1,200.00	£ 8,286.20	£ 3,080.49	
£ - Pre School **	£ 107,424.34	£ 7,378.86	£ 10,896.94	
£ 108,027.70	£ -	£ 41,492.51	£ 39,653.45	
£ - Fundraising	£ -	£ 485.40	£ 502.87	
£ - Misc	£ 51.50	£ 7,736.02	£ 8,768.82	
£ - IT Cafe	£ 210.48	£ -	£ -	
£ 85.36 Stationery	£ -	£ 561.10	£ 159.10	
£ 14.51 Bank Charges	£ -	£ 20.00	£ 716.00	
£ 1,350.00 Damage deposits	£ 1,600.00	£ 104,514.71	£ 106,853.16	
£ - Equipment	£ -	£ 874.43	£ -	
£ 5,432.84 Deficit	£ 12,529.76	£ 3,600.30	£ 7,653.66	
£ 177,488.74	£ 181,001.07	£ 426.21	£ 405.60	
		£ -	£ -	
		£ 177,488.74	£ 181,001.07	
General fund				
£ 39,933.55 Balance brought forward	£ 34,500.71			
£ 5,432.84 Deficit/Surplus	£ 12,529.76			
£ 34,500.71 Balance carried forward	£ 21,970.95			
		£ 34,500.71	£ 21,970.95	
			Balance at bank as reconciled	

Notes:-

- ** this includes both HCC Funded and self funding
- 1) Until Dacorum Borough Council grant us a lease for Gadebridge Youth Club (Reg'd Charity number 302367), Gadebridge Community Association (Reg'd Charity number 1110831) is managing the finances of Gadebridge Youth Club.
- 2) For the record, Income from GYC for the period in question was £9,251 and expenditure £7,989, surplus £1,262 plus b/f £3,319 = c/f £4,581
- 3) As soon as the lease is confirmed and signed, a new bank account will be opened for GYC.
- See financial report of GCA.

Roger M Taylor FCB. Trustee and Treasurer

Prepared by R.M Taylor from the books, papers and bank statements and reconciled with the bank account

Roger M Taylor FCB

Trustee - Finance & resources

Prepared by R.M Taylor from the books, papers and bank statements and reconciled with the bank account

Roger M Taylor FCB

Trustee - Finance & resources

Examined by me from the computer, records maintained by the association and reconciled with the bank statement

William Wyatt-Lowe

Independent Examiner

Examined by me from the computer, records maintained by the association and reconciled with the bank statement

William Wyatt-Lowe

Independent Examiner

Originals signed by both parties

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