

WIDECOMBE COMMUNITY HALL CIO
(Charity registration number 1182621)

Minutes of Annual General Meeting No: 1 of the board of trustees
of Widecombe Community Hall CIO held from OLD WALLS, PONSWORTHY
(virtual online meeting with members using Zoom)
on Wednesday 4th November, 7:30 pm.

| PRESENT: | NAME | POSITION |
|-------------------------|---|--------------------|
| | Yvette Elliott (YE) | Chair |
| | Kris Blood (KB) | Vice-chair |
| | Sarah Reeve (SR) | Secretary |
| | Chris Elliott (CE) | Treasurer |
| | Alan Peake (AP) | Trustee |
| | Evelyn Edworthy (EE) | Trustee |
| | | |
| IN ATTENDANCE: | Richard & Valery Casey Luke & Hannah Fursdon | Members Members |
| APOLOGIES FOR ABSENCE: | Lloyd Mortimore (LM) John & Judy Southcombe | Trustee Members |
| ABSENT WITHOUT APOLOGY: | | |

1. NOTICE AND QUORUM

- The chairman reported that sufficient notice of the meeting had been duly given and that a quorum was present. The chairman declared that the meeting was open.

2. DECLARATIONS OF INTEREST

- None.

3. CORRESPONDENCE

- None reported.

4. CHAIRMAN'S REPORT

“The Community Hall Charity was registered on 25th March 2019 following the success of the Steering Group, and tonight we mark the completion of 15 months of operation with our first AGM.

Our small, but dedicated and hard-working team of 7 Trustees has achieved much in this first year and moved the project forward. I offer my thanks and congratulations to you all for what has been accomplished to date.

Planning permission has been applied for and granted, securing the design and location of the planned building and its ancillary space.

Legal professionals have been employed to undertake the land transfer of the Hayes Field and this is nearing completion. This will provide confidence moving forward that the land is owned by the charity and unlocks future grant funding potential. Our sincere thanks go to the Caseys for the peppercorn sum requested for its purchase. This generosity is hugely appreciated and the level of widespread support in Widecombe will ensure that this project is a success, and the new hall will truly be an asset for the community.

Sub-committees have been established with clear Terms of Reference to focus on 'Design' and 'Finance and Fundraising' issues to keep moving the project forward. Work has already started on preparing for the first phase of works.

Fundraising events have been successful in terms of attendance and profitability, with just over half of our local target of £50,000 now raised. Further grants have been secured and a significant and hugely generous donation of £50,000 has been received in order to match a loan of the same value from the Parish Council, which we will apply for as the project progresses.

As we move forward with major fundraising and detailed design, and plan to commence the first phase of the work to establish mains connections and access onto the site, we are now seeking additional volunteers to join our sub-committees. New energy, expertise and an increased workforce will put us in the best possible position for the coming tasks and help us to achieve this community project more easily.

This was always going to be a huge task, but equally, a community project led by the needs of local residents and utilising the skills of them too, which are abundant. I am excited about the future for Widecombe and proud to be part of making it a reality, in this fantastic team.”

5. TREASURER'S REPORT

Full Accounts attached as separate document.

- Purpose of this item is to receive and approve accounts
- Accounts were shared in draft form at last meeting of trustees. These final accounts are same in terms of numbers, only minor typos changed
- For benefit of non-trustees and to remind trustees we can review figures

For some context - summary of previous years steering group income
FY17 – 18.

Income £11.8k derived largely from grants (10k lottery, £50 PC). Expenditure £5.3k, largest expenditure architect fees. Delivered feasibility study right at end of this year.

FY18 – 19.

Income £9.9k derived largely from local fundraising. Expenditure £9.3k largely on architect, CIO set up costs and professional reports. Delivered aspects were the development of the proposal and the organisation put together.

- Talk through page 5
- Page 6
- Page 7 Balance sheet. Note that of the £64.4k net assets, all is unrestricted – i.e. no partially spent grants which can only be used for certain stuff.

Look at notes on Accounts:

- Note 3 donations and legacies income
 - general donations includes a very generous £50k donation from a confidential donor within the community. The purpose of this was to unlock a further £50k loan taken out by PC on our behalf.
 - Transfer of WVHSG £10.3k
 - Note that the land is effectively being gifted to the CIO, but this is not something which shows in donations but it is of course generous and welcome.
- Note 4 income from charitable activities
 - Total £10.2k similar to previous years, usual type of moderate scale activities
 - All donations we have been collecting gift aid paperwork so we hope to boost this income during this FY
- Note 5 grants
 - Bright Ideas broadly 50/50 spent on setting up the charity (quick books, memberships, training, legal fees) and professional services (reports which supported the planning and legal fees for transfer of field)
- Note 6
 - Fund raising costs – effectively £3.5k spent in raising £10.2k.
- Note 7 (most of this is what the Bright Ideas grant was spent on)
 - Employee costs – trustee training
 - LMH
 - General admin – Quick books and membership fees
 - professional services (reports which supported the planning and legal fees for transfer of field)

- Current unrestricted funds stand at £64,436.
- Gift Aid will accrue in future years from 2021.

Voted to adopt the accounts unanimously. AP-Proposed. YE-Second.

6. REVIEW TERMS OF OFFICE FOR TRUSTEES

The first charity trustees are as follows, and were appointed for the following terms:

- Christine Roberta Blood – for 3 years
- Evelyn Edworthy – for 3 years
- Yvette Mary Elliott – for 4 years
- Christopher James Elliott – for 4 years
- Timothy Andrew Hassell – for 2 years (resigned in-year)
- Lloyd Neil Mortimore – for 2 years
- Alan John Peake – for 2 years
- Sarah Jane Reeve – for 3 years

Committee Appointments:

- Yvette Elliott – Chair. SR Propose, EE Second.
- Kris Blood – Vice Chair. YE Propose, CE Second.
- Sarah Reeve – Secretary. YE Propose, AP Second.
- Chris Elliott – Treasurer. AP Propose, YE Second.
- Alan Peake – Chair Design Sub Committee. YE Propose, EE Second.

- Yvette Elliott – Chair Finance Sub Committee. AP Propose. KB Second. Members: YE, EE, LM. Gail Fursdon to sit as non-Trustee Member. Looking for new members, ask people who have supported our events.

7. A. O. B.

- RC asked to see the minutes from the AGM last year. This is the first AGM for the CIO, so no previous minutes.
- LAND: Very close to completion. YE has messaged Tozers but has not had a response yet.
- Richard & Val Casey gave a vote of thanks to Yvette and Chris Elliott for all their hard work getting the project this far.

8. CLOSE: There was no further business and therefore the chairman declared that the meeting was closed. 8:05 pm

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Chairman

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Date

N.B. **Highlighted Items** = Tasks to be done.