**KENN CENTRE MANAGEMENT COMMITTEE**

**ANNUAL GENERAL MEETING**

**THURSDAY 9th May 2013 7.00PM**

**KENN CENTRE, KENNFORD**

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| **NO** | **MINUTES** | **ACTION** |
| 1. | The Chairman, Peter Vickery, welcomed those attending the Annual General Meeting, including 5 committee members but no members of the public. |  |
| 2. | **The minutes of the Annual General Meeting** held on 12th April 2012 were agreed by the meeting and were signed by Peter Vickery as a true record. |  |
| 3. | **Chairman’s Report**  Peter Vickery, the Chairman of the Management Committee presented the following report;  The Chairman commenced his report by expressing his disappointment that, for the first time, there were no members of the public in attendance. However, he suggested that this could be seen in a positive light as it would appear that the local community was content with the manner in which the Centre was being managed.  He reflected on a successful year for the Centre, both in terms of its financial position and in terms of the increased use of the Centre by clubs and activities run by, or for, the local community. He added that it was pleasing to note that two additional groups were using the Centre, compared with the same time last year.  The Chairman further suggested that all those associated with the Centre should take pride in the role taken by the Centre during the flood emergency at the end of 2012. This demonstrated what an integral part of the community the Centre is.  A major capital scheme to be undertaken in the coming year would be the installation of solar panels to provide the Centre’s electricity requirements. The Chairman would be giving an update on this scheme at the following Management Committee meeting.  He then paid tribute to the hard work of the committee members and, in particular, he thanked those who were not standing for re-election. |  |
| 4. | **Treasurer’s Report and Presentation of Accounts**  Elizabeth Harman, the Centre’s Treasurer, presented the Treasurer’s Report as follows;  Receipts for the year from the hire of the Centre amounted to £38,130; expenses totalled £18,669, giving a surplus of £19,469, of which, £4,311 was used for the purchase of necessary items of equipment such as tables, chairs, a COSHH cupboard and a fridge for the kitchen and a multi-purpose floor cleaner.  Donations totalling £1,593 were used to purchase an ambient lighting system, bar stools and tables.  The legacy of £15,666, received from the estate of the late Maureen Turner, has been used to purchase a summer house and create a social area at the rear of the Centre. Special seating and tables have been ordered and will arrive shortly.  As recommended at the 2012 AGM, the Centre’s reserve against unforeseen expenditure has been increased to £5,000. A further £12,800 has been set aside towards the proposed Solar Panel installation.  Creditors amounted to £3,900, leaving an operating balance of £4,968.  The budget for 2013/14 showed income remaining broadly in line with the previous year. An increase has been made to the provision for maintenance of the fabric of the building and for the cost of heating and lighting. An operating surplus of approximately £10,000 is anticipated.  During the course of the year, the Centre has continued to rely on dedicated volunteers to provide administration and caretaking duties.  **The acceptance of the accounts was proposed by Neil Woodward, seconded by Jackie Sands and approved by the meeting.** |  |
| 5. | **Election of Chairman and Vice-Chairman**  Peter Vickery had agreed to stand for re-election as Chairman. There was no other candidate.  **Proposed by Neil Woodward and seconded by Elizabeth Harman and approved by the meeting.**  Howard Milton had agreed to stand for re-election as Vice-Chairman. There was no other candidate.  **Proposed by Elizabeth Harman and seconded by Neil Woodward and approved by the meeting.** |  |
| 6. | **Election of Management Committee members**  Elizabeth Harman agreed to stand again as Treasurer.  **Proposed by Peter Vickery, seconded by Jackie Sands and approved by the meeting.**  In the absence of anyone willing to take on the role of **Secretary**, the Chairman agreed to continue carrying out the required duties until a suitable alternative comes forward.  Others agreeing to stand as Committee member were Ruth Bradford, Annie Jinks, Simon Preece, Jacqui Sands and Neil Woodward.  **Proposed by Howard Milton, seconded by Peter Vickery and approved by the meeting.** |  |
| 7. | **Kenn Centre Update**  HM paid tribute to the important role carried out by Elizabeth Harman, without whom the Centre would not enjoy such a level of success. Unfortunately, Elizabeth has given notice that she will not be continuing beyond the 2014 AGM, so the search for a new Treasurer has commenced.  He added that the problems with the shortage of storage space continue and provision of additional storage would a priority in the coming year. |  |
| 8. | **Any other business**  It was agreed that a further attempt would be made to encourage more of the regular user groups to provide a representative for the Management Committee.  There being no further business, the meeting closed at 8.00 pm. | PV |

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**