

**Winscombe Community Association  
Wednesday 21<sup>st</sup> October 2020, 7.30pm (zoom meeting)**

**Minutes of the 41<sup>st</sup> Annual General Meeting**

Due to Covid-19 restrictions this year's AGM was via a virtual Zoom Meeting. 9 Trustees and 6 members were present

1. **Welcome by Chairperson James Wood** welcomed trustees and members and gave a brief summary of the Centre's response to the Covid 19; our application to become an incorporated charity; WiNSpace update; and thanks to all those involved in running the Centre (Appendix A).
2. **Apologies** – Trustees Ruth Berry & Gena Gunning
3. **Presentation of Annual Report and Financial Statement by Mandy Turner, Treasurer** (Appendix B) Mandy gave a summary of the WCA finances from April 2019- March 2020 which for the most part were not impacted by Covid-19 pandemic but also looking at the impact of the pandemic since March and looking forwards on how to manage the finances as best we can whilst still being committed to keep the centre open as much as possible.

**A Fundraising report was given by Jill Cureton** (Appendix C), thanking all the fundraising teams and appealing for anyone interested in joining as a trustee or fundraiser. Also remembering two long-standing fundraisers, Jean Thomas & Roseanne Morgan, who sadly passed away last November.

4. **Election of Officers** – the trustees have agreed to continue nominating the following trustees  
**Chairperson** – James Wood – proposed by Irene Thresher and seconded by Jill Cureton  
**Secretary** – Diane Byrne – proposed by Jill Cureton and seconded by Jackie Warren  
**Treasurer** – Mandy Turner – proposed by Dee Davis and seconded by Mike Williamson
5. **Election of Trustees**  
Proposed trustees to continue for the next year – James Wood; Gena Gunning; Mike Turner, Mandy Turner; Mike Williamson; Jill Cureton; Ian Vibert; Diane Byrne; Ruth Berry; Irene Thresher; Allan Cooper  
Nominated by Shirley Davies and seconded by Jackie Warren
6. **Appointment of Examiner of Accounts** (Appendix D)  
Alex Smith of 8 Brewer Close, Abingdon an acquaintance of Mandy Turner has examined the accounts and is willing to be continue to do so for the next year. Nominated by Mike Williamson and seconded by Dee Davis.
7. **WiNSpace Update by Mike Turner**  
A summary given to confirm the trustees have agreed to continue forward with planning for the new Centre. We've also applied for a grant from the National Grid. WiNSpace newsletters 1 & 2 have been issued and intention is to update the WiNSpace website and set up on Facebook. There's a (provisional) target date to get latest designs by end of Nov with a (provisional) date to submit the Planning Application in early 2021 and a projected build date of 2022 with a £2.2million budget. Thanks given to all the WiNSpace Committee
8. **Questions**  
**How much is the National Grid grant?**  
£20,000 applied for but we may be able to re-apply for grants each new year  
**What other grants/funds are there?**  
£300,000 from Redrow Homes for the Woodborough Housing development; £100,000 from the Centre's own reserves; the sale of the Headmasters House; we're also talking to the Parish Council on the possibility of them borrowing a loan at a very low interest rate on our behalf. The National Lottery have suspended their normal grants to focus on Covid critical communities/Charities

## **When can fundraising start again?**

Allan Cooper said the RNLI have been fundraising in the village but outside on the forecourt of Ian Studley. Perhaps book people and other stalls could set up outdoors there or on the Centre's car park although appreciate weather may be against us. Suggestion of using the Centre indoors for book sales for fundraising will need a Risk Assessment.

## **Appendix A**

### **Chair's report 2019/20 – James Wood**

#### Covid-19

It seems like the only place to start is regarding our response to Covid-19. We understand our role in the community both for local clubs and organisations, and for businesses who use the space. As soon as it became clear the national situation was improving the Trustees developed a plan that matched government and community organisation guidelines to reopen safely. We have put in place new cleaning regimes and provided equipment on site to allow people to return, and will aim to maintain this position as long as possible. Financially there has been an impact due to expenditure on cleaning staff and materials and also in a reduction in rent and fundraising revenue. The Trustees has taken some steps to reduce the overall outlay, and will continue to try to reduce losses. We have had some grants provided which have helped.

#### Incorporation

Our application to become an incorporated charity was accepted last year, and since we have been following the steps required to transfer the assets from the old to the new charity. Those steps are time consuming and complicated, however we will soon be at a stage to request permission from the Charity Commission to begin the transfer.

#### WiNSpace

The work of WiNSpace continues, and the Trustees recently agreed to the cost in principle of instructing a new architect to provide plans. WiNSpace is an important piece of work in order to secure the future of the site and ensure it is fit for purpose as the villages around us expand.

#### Thanks

As a final note I would like to thank the ongoing hard work of the Trustees, the fundraising and WiNSpace committees and all those who help at the site. I would also like to thank Mandy our Treasurer, Diane our Secretary and Rachel our Booking Secretary for all your hard work.

## **Appendix B**

### **Presentation of Annual Report and Financial Statement by Mandy Turner, Treasurer**

Winscombe Community Association, Treasurer's Report, For the year ending 30th April 2020

This report covers the finances of the WCA over a period which, for the most part, was not impacted by the Covid pandemic. My comments on the financial position look back on the success of that year but also on our financial resilience to weather the more difficult circumstances we are

facing for the 2020/2021 Year.

## **Looking Back**

2019/20 was another fantastic year from a financial perspective. Significant to note were:

- Bookings were substantially up from previous years. Unfortunately this does not show up in the accounts, at just under £30,000 for a couple of reasons. Firstly the booking year was curtailed by a month due to Covid lockdown, and secondly in view of the pandemic I took a cautious approach to the payment of outstanding invoices, assuming they would not be paid. (Most in fact have now been paid which will help the accounts for next year)
- Fund raising also matched 2019 levels at just over £10,000 and would have surpassed this if the couple of events planned for towards the end of the financial year had not been cancelled. So as ever a massive thanks to all our Fundraisers and supporters who come along to the events!!

This strong income meant we were able to finance progress on the WinSpace project, without going into our reserves. The accounts also show a £2,000 spend on the 40th Celebration event which was financed fully by a donation from Redrow and Berry Redmond in the previous year.

And so we are fortunate to have entered the lockdown period in a strong financial position.

## **Looking Forward**

The Trustees are conscious of the position on the finances of no rental income during lockdown and, now we have resumed activity, relatively low levels of bookings as people take time to get comfortable with what is possible.

Against this background the Trustees key focus has been and is, the safety of everyone and also doing all we can to ensure that the facilities are open for business. We know how important it is for some in our community to ease out of isolation and begin "normal" activities again in a safe way.

We are grateful to have received a government grant for £10,000 which will help us continue to operate, even if as now income is not covering our outgo. We are also fortunate to have received

a donation from Direct Line for over £1,600 which supported our measures to ensure the buildings were Covid Secure environments.

Ongoing we are managing costs as best we can, but regardless remain committed to staying open and maintaining safety ahead of making a “profit”.

I hope next year I will be able to deliver the 2020/1 report to you all in person

I also thank Alex Smith for auditing the accounts and propose him as auditor for next year.

Mandy Turner, Treasurer 21/10/20

## **Appendix C**

### **Jill Cureton – Fundraising Report**

#### **Winscombe Community Association AGM 21 October 2020**

Its ages since the last AGM and so much has changed in so many ways and not for the better! So let's go back to last May and see how we managed on fundraising until we had to stop in March.

As you can see from the figures we still managed to raise £10,899 without the Quiz Evening, Pamper Evening, Book sales, Jumble & Michaelmas Fair.

For all of us this was the most important event – the 40<sup>th</sup> Michaelmas Fair (Sept 14<sup>th</sup>) - a wonderful hot and sunny day being royally entertained by 2 choirs (Village Community Singers & Joyful Spirit Gospel Choir), and Vikings and how the children enjoyed fighting with them (£14,619).

Our other big event was the Christmas Bazaar, a very happy and successful morning enjoyed by all and many children visited Santa (£616.54).

Sadly in November we saw the deaths of two of our team, Roseanne Morgan & Jean Thomas. Two ladies who gave us a lot of very active fundraising. They are sorely missed by all of us.

Hopefully next year will see our belated 41<sup>st</sup> Michaelmas fair led by Debbie & Jackie as I've stepped down but will do as much as I can to help.

Thank you to all the Fundraising & Michaelmas Fair teams for their continuing support and friendship. If you know of anyone else who would like to join us – ‘grab them’. It's a way of making friends of all ages and being involved in the life of the Community Centre as Winscombe is a great place to live in and be part of.

**Appendix D**

**Independent Examiner's report of Accounts**

Included as separate PDF

**Attendees**

**Trustees**

James Wood  
Mandy Turner  
Mike Turner  
Diane Byrne  
Mike Williamson  
Irene Thresher  
Allan Cooper  
Ian Vibert  
Jill Cureton

**Members**

Dee Davis  
Jackie Warren  
Shirley Davies  
Sally Ham  
Rachel Hayward  
Jo Risk