

CROFTON COMMUNITY ASSOCIATION
Registered Charity No. 301794

DRAFT MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON Monday 12th May 2014

Committee Members present:

Mrs P Lawton	President
Mr S Stevenson	Chairman
Mrs J Holden	Minutes Secretary
Mr M Williams	CADS
Mrs S Coleman	Yoga
Mrs M Sayer	Bramble Badminton
Mrs P Bissell	Lee Players
Mrs J Wingate	Area of Benefit
Mr S Brickell	Crofton Badminton & Social Club
Mrs B Felstead	Area of Benefit
Cllr T Knight	FBC representative
Ms N Rayner	Centre Manager

List of attendees available in Centre Manager's office

Ref	Notes	Action
1.0 Chairman's welcome		
12052014-01	The Chairman welcomed everyone to the meeting, which started at 7.00 p.m. in the Crofton Hall with tea and coffee being served from 6.30 p.m. There were 22 members present and 17 are eligible to vote.	
2.0 Apologies for absence		
12052014-02	Mr Alan Lewis, Ms Anne Hayes, Mrs Vicky Melville, Mr Ted White and Mrs Dawn White.	
3.0 Accuracy of the AGM minutes of 2013		
12052014-03	None.	
12052014-04	Mr Williams proposed that the minutes be accepted, seconded by Mr Perkins. Four members who attended the meeting last year voted for, none voted against and seven members who did not attend last year abstained.	
4.0 Matters arising from the AGM minutes of 2013		
12052014-05	There were no matters arising.	
5.0 Chairman's report		
12052014-06	The Chairman provided a written report and there were no questions.	
6.0 Centre Manager's report		
12052014-07	The Centre Manager provided a written report and there were no questions.	
7.0 Financial Report		
12052014-08	Cllr Knight went through the Annual Report and Statement of Accounts page by page. The accounts have been Independently Reviewed as voted for at last year's AGM. Acceptance of the accounts was proposed by Cllr Knight, seconded by Mrs Judith Wingate, 10 members voted for,	

	<p>none voted against and none abstained.</p> <p>The Chairman thanked Cllr Knight for the explanation of the accounts.</p>	
8.0 2013/2014 Achievements		
12052014-09	<p>The Chairman said that the boiler in the main hall is ongoing as issues have been raised so there are some delays, the boiler is in but a bigger gas pipe is required as when the new boiler was put on the one in the Sports Hall went off.</p> <p>The booth in the Crofton Hall has been completed.</p>	
12052014-10	Fareham Borough Council are currently working on the damp issue in the Nursery. Bad weather has caused problems this year and we are in talks with Fareham Borough Council to carry out planned maintenance.	
12052014-11	The Chairman said that the Centre Manager and her team deserve a lot of thanks. He explained that he will be standing down as Chairman due to family commitments and would like to serve again if things change in the future. The Centre Manager thanked the Chairman for being very supportive over the last year.	
9.0 Appointment of Auditors or an Independent Examiner for 2014/2015		
12052014-12	<p>It was agreed in 2010 that we would have an audit every five years as we employ an accountant to prepare the accounts on a monthly basis, therefore a full audit is not due until 2015/2016. The price for an Independent Examination would be £1182 inc VAT and the price for an audit would be £1914 inc VAT (same price as last year). The Centre Manager said it is difficult to get a quote for either a Full Audit or Independent Examination as companies require a three year contract.</p> <p>It was therefore proposed by Mr Mike Birmingham, seconded by Mr Tom Wingate that the Annual Report and Statement of Accounts for 2014/15 are to be checked by an Independent Examiner. 13 members voted for, none voted against and none abstained.</p>	
10.0 2013/2014 Officers and Council will now stand down		
12052014-13	The Chairman handed over to Mrs Lawton, the CCA President for election of the new officers of the association.	
11.0 2014/2015 Election of Officers and Full Council		
12052014-14	Mrs Lawton read out the names of the Committee members and asked that those who were present at the meeting stand up so people could see who was standing for election. She proposed that we accept all these people to serve on the Committee, this was proposed by Mr Barry Lee and seconded by Mr Derek Ballard.	
12.0 Vision for the next year		
12052014-15	The CCA plan a new front entrance within the next year.	
13.0 Any other business		
12052014-16	Cllr Knight thanked the Committee who work very hard and willingly, he also thanked our Manager, Nicky Rayner,	

	<p>who has continuously improved the centre over the years. He also thanked Simon Stevenson who has worked very hard and is very sorry to see him step down. Cllr Knight said he is grateful to have the centre, which is the most efficient in Fareham.</p>	
12052014-17	<p>Mrs Peggy Lawton asked if there was anyone who would like to be Chairman or Vice Chairman please contact us. Mrs Lawton thanked everyone for attending.</p>	

There being no further business the meeting closed at 7.40 p.m.