

# MINUTES OF THE TRUSTEES OF FLEETVILLE COMMUNITY CENTRE ANNUAL GENERAL MEETING HELD ON

Wednesday 18<sup>th</sup> November 2020 at 6:30pm by Zoom

**Those Present:**

**Trustees:** Trevor Parsons (Chair)  
Valerie Goodyear-Burrows (Vice Chair)  
Peter Jones (Treasurer)  
David Martin, Zanna Millicheap, Jackie Brennan(to 7:30),  
Momotaz Rahim  
**Centre Manager:** Cathie Crowne  
**Friend:** Pauline Thompson, Ann Blassberg  
**Guests:** Josie Madoc - Clarence Ward Councillor, Victoria Greig-  
potential Trustee  
**Minutes:** Grenville Wilkinson

**1. Apologies:** Mike Neighbour-incapacitated, it was agreed that a hamper be sent from all at FCC to Mike wishing him a speedy recovery.

**2. Minutes of previous meeting**

Several points notified by Jackie B after minutes distributed :-  
Financial report-cleaner was only furloughed for two months  
Councillors apologies due to tardiness in responding.  
Film club, it should read FCC had **no** wish.  
Newsletter now on website, content of website being updated weekly by Jackie, training to be provided shortly by Aubergine.  
AOB - Jackie **and Zanna** monitoring FCC E Mails in Cathie's absence.

**3. Nominations and Elections:**

Chairman – Trevor Parsons, proposed by Peter Jones, seconded by Valerie Goodyear-Burroughs.  
Vice Chair – David Martin, proposed by Valerie Goodyear-Burroughs, seconded by Trevor Parsons.  
Treasurer – Peter Jones, proposed by Valerie Goodyear-Burroughs, seconded by Jackie Brennan.  
All positions agreed and accepted by remaining Trustees, no Trustees. wishing to step down.  
New Trustee Nominations – Victoria (Vicky) Greig attended meeting on basis of becoming a Trustee and will confirm to chair her decision.

**4. The Year to Date:** Trevor informed meeting that rather than reports be just circulated that they be read out during meetings, he stated that due to Covid19 it had become a challenging year since March lockdown, and gave thanks to the two childrens group for their continuing support.

## **5. Financial Report:**

Peter read his report emphasising that the audit of the accounts carried out by Geraint Howells was completely free of charge, however, he had presented him with a £45 M&S gift voucher as a token of our gratitude.

He went on to say that the year was in two halves, before Covid19 and under restrictions of lockdown, during lockdown approx. £30k was spent on refurbishment of centre, all agreeing this was money well spent, a sum of £10k in respect of Retail Hospitality Leisure grant had been received to cover Covid 19 requirements e.g. sanitisation, deep cleaning etc. Peter highlighted that albeit costs of running the centre remained constant the facilities expenditure is being monitored.

A separate account has been set up for New Build, the Friends account now being depleted having contributed to all of the kitchen refurbishment.

The possibility of employing Fund Raisers will not now go forward.

It was hoped that a return to normality would occur in the New Year.

He had also issued a summary of first three months of current year accounts i.e Aug. to Oct. showing an over expenditure of costs against income, this together with the refurbishment costs has reduced the bank balance, but it is still healthy.

## **6. Managers Report:**

Cathie read her report in full, stating that due to pandemic the regular group attendances were down, however, regulars, The Playgroup, Steiner Kindergarten, Home Education, one to one music lessons, and an Oaklands College class these together with a young man working from home in the committee room helped income.

## **7. New Build:**

Trevor read this report on behalf of Mike Neighbour, reference was made to meetings with SADC, David M being at first one, Josie Madoc, Trevor and Mike attending both.

Discussion took place regarding SADC proposal to develop parts of site, with four terraced houses being erected at Monkey Puzzle tree end, retained profit received from sale of these funding a new centre.

Valerie commented the gifted site was for public use only and not for private development.

Zanna commented will council take over running of centre as other projects carried out by them have resulted in this being the case.

Trevor stated a public meeting would be arranged when the new Scheme was prepared.

Jackie commented that the centre is for the community, run by the community and we should be OK as we are for at least a year due to refurbishments, we do not need this aggravation from SADC.

Trevor asked David about the life expectancy of the current building, David responded stating it was deteriorating and is costly to run as we have all been working towards a new build. Clarity is

needed from council as to how centre will run under their proposal on which FCC need a constructive response, their proposal being four terraced houses over three storeys, with a two tier centre, footprint of which would be bigger space than currently. Main worries being parking, as no proposal improves this, and who would actually run centre.

The current centre was opened in 1978 (42 years ago), on land gifted to public in 1913 by Mr. Charles Woollam, this information being available on FCC web site.

Momotaz commented that there was a covenant in place that states the land cannot be used for financial gain, to this end and to ensure council are proceeding both correctly and legally we ought seek our own legal advice at least to ensure all avenues are covered and council do not have power to overrule us and especially the covenant. Momotaz has agreed to source legal advice, Pro Bono if possible, and to obtain quotes from several respectable solicitors in area to act on our behalf.

The current council proposal is tentative and not carved in stone, Josie commented we ought to put our thoughts in writing to council. It was voiced that unknown to FCC at time a local school prepared a scheme with a view to them taking over land/buildings, hence above comment that they could undermine project.

Thankfully at present the council and FCC are working together to a point where it is hoped to suit all and sundry and minds assuaged.

Peter referred to business case circulated by Mike in March 2020 and that council be made aware FCC no longer working on a business case as originally submitted to them as it no longer applies to current situation, it being an ambitious plan that is no longer attainable.

#### **8.Maintenance Update:**

David expanded upon maintenance required, specifically new heating in reception, dependant upon costs (approx. £1300) this could be one gas or up to three electric heaters. Cathie to ask John's electrician's advice on whether electric heating would suffice, this is a priority, other contractors to be approached, one by Valerie and one by Momotaz (PHC Services Ashley Rd.), who are reasonable, honest and reliable.

Pauline enquired as to what was happening about the dishwasher, not installed during refurb.work, cost coming out of Friends monies, it was put on hold due to lockdown, as part of warranty being eaten up, but was agreed that it be installed ASAP, David to progress.

#### **9. Website:**

Jackie unavailable (council business), but see note on previous minutes above, thanks to Jackie for all her work.

Zanna proposed we obtain services of 'Geeks' for Hot Desking.

Peter proposed an advert on noticeboard advertising for help with web site, social media and other ways of letting locals know about centre.

Trevor commented could we 'piggyback' on local sites, eg. Nextdoor Neighbour, as maintaining system is a problem.

Momotaz could use assistance or volunteers to help or take over compilation of Newsletter.

**10. Any other Business:** Cathie informed meeting that Emma of Playgroup was leaving and that her replacement as manager, Catherine Feighoney will be taking over, Catherine is to be approached with a view to inviting her to attend future FCC meetings

The next meeting :- Wednesday 13<sup>th</sup> January 2021 at 6:30pm by Zoom unless restrictions permit otherwise.

Meeting concluded at 7:50pm

Attached reports submitted for meeting.

Post meeting note: Vicky Greig expressed interest in becoming a Trustee, proposed by Trevor, seconded by Peter with immediate affect.



FCC accounts  
August to Oct 2020.Community Centre



Fleetville



manager's report  
-18th November 2020



AGM NEW BUILD  
2020.pdf