

Minutes of the Annual General Meeting of the Haxby & Wigginton Youth & Community Association (HWYCA) for the financial year April 2021 to March 2022 held on Thursday 19th December 2022 at the Oaken Grove Centre

In order to speed up the issue of the minutes for this meeting KT proposed to record the proceedings. Although a video camera would be used for convenience, no pictures would be taken. No objections were made and the recorder was then switched on.

1. Welcome

Jim Harrison welcomed the attendees who had braved frosty weather to attend the meeting.

He stated that the Association does not currently have a chairman, but he was prepared to chair the meeting. This was agreed.

Attendees, Members voting by Proxy and Apologies

Members

Tony Cassidy (AC) Bill Clark (BC), Kevin Grogan (KG), Jim Harrison (JH), Hazel Stevens (HS), Keith Tomlinson (KT), Dave Wells (DW) Pat Wilford (PW). (7 Members entitled to vote)

Members voting by Proxy

Pat Clements, Martin Crosby, Julie Kay, Doreen Kilgour, Michael Miller, Jenny Scott. (6 Members voted by Proxy).

Other Organisations

The following attended but was not entitled to vote.

Andy Laslett
Lisa Wellington
Yvonne Cassidy

York City Council
HWYCA Centre Manager

Note. Andy Laslett and Yvonne Cassidy were admitted as Members after the closure of the meeting.

Apologies

Members

Edward Pearson Howard Lewis

These two apologies were received from members other than by proxy votes. (2 Members plus the 6 members voting by Proxy)

Other Organisations

Sarah Garbacz

York Explore

3. Minutes of Annual General Meetings for the financial years April 2019 to March 2020 and April 2020 to March 2021

There were no comments on the minutes of the AGM for the financial year April 2019 to March 2020 and it was agreed that the minutes were a true record of the meeting, and HS proposed and KG seconded that these should be approved.

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The chairman then signed both sets of minutes.

4. Presentation of Annual Report and Accounts

Treasurers Report on Financial Statements

From Page 8 of the accounts, you can see that we had a net surplus of £7681 a detailed breakdown of income and expenditure is shown on page 15.

Receipt of grants brought us into profit. You will recall from the last AGM some money received last year was held over to this year as it covered the early months of this year.

Closure of the centre due to lockdowns meant our income was reduced. Room hire which is normally around £30,000 was reduced this year to around £20000.

Asked what the debtors were Jim explained that these generally were for invoices issued for bookings in March, but which were not paid until April in the next financial year. Creditors, where we had unpaid invoices for work carried out for us before the end of the financial year, were larger than normal due to a number of payroll service invoices for 2020/21 not having been paid when due as a result of a billing error.

It was noted that debtors shown in the Balance Sheet are £4838 but in explanatory note 7 are higher at £6487. This is because the latter includes prepayments in addition to normal debtors.

It should be noted that whilst our total assets are shown in the balance sheet on Page 9 as £67,000 some £16,000 are tied up in fixed assets related to the building and are thus not usable funds.

Normally the accounts would compare the figures for this financial year with those for the previous year, but this was not possible this year as template for the way the accounts are presented has been changed by the Independent Examiner.

JH acknowledged that the closure of the Barclay's Branch in Haxby had presented a potential problem for banking cash. This had not yet been an issue as very little cash has been received due to closures of the building. Arrangements are in place to pay in at Haxby Post Office in future.

5. Resolution 1. Acceptance of the Annual Report and Accounts for the year ending 31st March 2022

AC proposed and HS seconded Resolution 1 to accept the Annual Report and Accounts for the year ended 31st March 2020

RESOLVED to receive and adopt the Annual Report and Accounts.

6. Appointment and re-election of members to the Board of Trustees

Re-appointment of Bill Clark and Jim Harrison as Trustees

In accordance with Article 29 of the Association's Memorandum & Articles of Association, one third of the Trustees are required to retire by rotation each year. In accordance with that article Bill Clark and Jim Harrison retired by rotation. Bill and Jim, being eligible, offered themselves for re-election

Resolutions 2. Re-appointment of Bill Clark as Trustee.

KG proposed and DW seconded resolution 2 to re-appoint Bill Clark.

RESOLVED to re-appoint Bill Clark as a Trustee of the Association.

Resolutions 3. Re-appointment of Jim Harrison as Trustee

AC proposed and KG seconded resolution 3 Jim Harrison

RESOLVED to re-appoint Jim Harrison as a Trustee of the Association

8) Trustees Review of the Year. (1st April 2021 to 31st March 2022

Welcome

This AGM is later in the year than we would have liked, but until last week when we were able to move all our furniture back in, we didn't have a meeting room to hold this event.

This year of 2021 to 2022 has been full of challenges and disruption! We were still under restrictions imposed by Covid, so whilst we opened the premises, we were limited in what we could legally offer. Fortunately, activities for young people had restrictions eased so we were able to restart our youth activities more or less straight away. Our youth leaders had been very busy during the pandemic by keeping in touch with the young people via social media, but it was good for them to be able to start face to face sessions again. Gradually some of our activities were able to start again but take up was slow, partly because of the reticence of those attending and partly because some of the leaders had decided not to continue with their activity, so it was September before hirers really started to return.

At this time we decided to re-launch the Pop Inn lunches, and although some of our elderly residents have been cautious about joining large gatherings, we quickly returned to pre-pandemic levels, thanks to our group of hard-working volunteers. At long last we were able to install the defibrillator, purchased just before lockdown. Thanks go to George and Mary Fawcett who helped raise about two thirds of the money. With some other donations to the Centre we were able to complete the purchase. Initially this was installed inside our main gates, which was what we could afford, but thanks to the generosity of the building contractors, Parkinsons, this is now permanently installed outside the gates making it far more accessible. The equipment has been accessed six times since installation, with the equipment needing to be checked weekly by our staff. Thanks to a grant from the Outlook we were able to purchase a set of replacement pads and these have already been put in use after the last use of the equipment.

We have had further disruptions when we closed the premises for the building work. We managed to temporarily relocate our classes into other local venues, though we're now looking forward to welcoming them back in the new year. We are now really excited to be welcoming Haxby and Wigginton library into Oaken Grove. Each will be operating independently but we will be sharing the overheads and running costs of the building. Thanks to the team from CYC and Explore who have been great to work alongside over the past 2 years to bring the building work to completion - in particular to Andy Laslett from CYC, plus Sarah Garbacz, Susan Brook and Bev Lemus from Explore.

In the early Spring we hope to re-launch the Pop Inn lunches, though with a slightly different format as the café will be run by Explore, so we're working with them to find a suitable menu and then planning some welcoming activities – so watch this space! We haven't forgotten that we still have money from Eddie's funeral to spend, and this was queried at the last AGM. Because of the building work we haven't managed to spend it. As Eddie so loved the garden, we have decided that a suitable legacy would be to replace the Gazebo in the garden. The previous structure had to be removed to accommodate the new building and a paving base has now been put down by the contractors so in the new year we'll be looking to see what we can afford to build. The Benson family have been told of these plans and understand the delay.

We won't be re-launching our Surfers provision as Joan Strong had already decided to retire from her volunteering position after many years. So many thanks to Joan. However, there will be laptops and terminals available in the library. It would be good to think that the whole site will be able to offer pleasant surroundings as a Warm Space, Safe Space to anyone finding it difficult to heat their own homes, or just coming in for some company.

We do face some challenges ahead for like everyone we are faced with increased energy costs. We'll also need to build up our reserves, having committed to various expenditures connected to the building works, so we'll be looking for volunteers to help us with more fundraising, and in fact many new volunteers and new Trustees. Can I take this opportunity of thanking our staff. Lisa in particular, and also Alysha who have been working incredibly hard behind the scenes during very difficult circumstances, both during covid and during the building programme in keeping everything running smoothly.

9. Re-appointment of Auditors.

To note that the role undertaken by Botting & Co Ltd is as Independent Examiners as shown in their report to the Trustees at the end of the Accounts section of the report and not Auditors.

KT proposed and DW seconded Resolution 5 to re-appoint Botting & Co Ltd as Independent Examiners.

RESOLVED to re-appoint Botting and Co. as Independent Advisers to HWYCA and authorise the Board of Trustees to fix their remuneration.

10) AOB and GENERAL DISCUSSION

The only issue to be raised under AOB was covered in the Trustees report. However, the general discussion recorded below took place.

The price of energy could present a real problem as it is not known what arrangements will be made to help charities with the vastly increased prices. Our current fixed price tariff for Electricity ends in May and that for Gas in September. Although the building is now more energy efficient and energy costs will be shared with the Library, under a services contract, the anticipated increase is a real concern for the Association's finances.

A vote of thanks was given to the trustees, especially Jim and Pat, for carrying out the lengthy negotiations with the Council and Library. This was endorsed by Andy Laslett on behalf of York City Council.

Jim agreed that some of the restricted funds would need to be reviewed in light of the upgrading of the building.

Jim gave notice of his intention to retire as treasurer prior to the next AGM. Jim has held this position since 2011. There is therefore an urgent need to seek a new treasurer.

The meeting was then closed.