

Minutes of the Annual General Meeting of the Haxby & Wigginton Youth & Community Association (HWYCA) for the financial year April 2023 to March 2024 held on Tuesday 10th December 2024 at the Oaken Grove Centre.

To help producing the minutes KT proposed to record the proceedings. Although a video camera would be used for convenience, no pictures would be taken apart from possibly the top table. After confirmation of this no objections were made, and the recorder was then switched on.

1. Welcome

Pat Wilford welcomed the attendees and stated that the Association does not currently have a chairman, but Jim was prepared to chair the meeting. This was agreed. Jim said we have been trying to appoint a Chairman for six years without success. We also have failed to find a replacement Treasurer in that time. He didn't see any prospect of this and the only way will be to get somebody from outside because there's currently no one else with a financial background within the Association. Jim also expressed his disappointment that there was only one person present who did not have a direct connection with the running of the Association.

Attendees, Members voting by Proxy and Apologies

Members

Tony Cassidy (AC), Bill Clark (BC), Jim Harrison (JH), Alistair Scarr (AS), John Sill (JS), Hazel Stevens (HS), Keith Tomlinson (KT), Pat Wilford (PW). (8 Members entitled to vote)

Members voting by Proxy

Yvonne Cassidy, Pat Clements and Kevin Grogan. (3 Members voted by Proxy).

Other Attendees

The following attended but was not entitled to vote.

Lisa Wellington

HWYCA Centre Manager

Apologies

Members

(3 members voting by Proxy), Janice Hall and Ed Pearson

Other Organisations

John Crispin-Bailey

3 & 4. Minutes of Annual General Meeting for the financial year April 2021 to March 2022 held on 12th December 2023.

There were no comments on the minutes of the AGM for the financial year April 2022 to March 2023 and it was agreed that the minutes were a true record of the meeting. AC proposed and HS seconded that these should be approved.

The acting chair then signed a copy of the minutes.

5. Treasurers Review and Presentation of Annual Report and Accounts including discussion about the issues raised.

We always expected that it was going to be a difficult year, but it was only with the final accounts that we realised just how bad, which was because our Independent Examiners split grants etc into the year(s) that the grant money covers rather than showing all of it in the year it is received.

Having recovered somewhat following the lengthy closure for the building works to include the new Library, we did have further work done to provide a "Changing Places" facility which did not cause too much disruption. This has given us a potential advantage in terms of business growth because we can accommodate groups that need this sort of facility. We have had some interest already and we have supported this with investment in sensory kit as the two go together.

Another success is the hard work that's gone into rebuilding our youth activities. Unfortunately, that's been tainted by several behaviour or safeguarding issues which have risen. We are not alone as this appears to be something across the board post Covid. The youth team did a lot of things to help with this and there has been some decrease, but we are still having problems.

The library is now fully up and running but unfortunately, they've got their own issues and the sort of joint approach to fundraising has only just started to scratch the surface. So, it's not yet had as significant an impact on fundraising income as we had hoped.

We got some hefty chunks of grant income, but they also had to be spread over more than just one year. From working results, we thought we were heading to about a four or five thousand pounds loss. However, when the final accounts moved things into the correct year, we ended up with a loss of about £20,000 even though our lettings income had got back to a reasonably encouraging level of £26,000. We need more than £30,000 from this source, however, to have a chance of breaking even.

We were also significantly affected by inflation, in particular with increases in energy costs. We had new contracts for both electricity and gas subject to increased charges. Fortunately, the sharing arrangements with the library cushioned this.

Staff costs have risen significantly and now they're very close to our total income which everybody would say is unsustainable, but it just underlines that more than ever we need Grant income. Securing grant income that isn't tied to specific projects is quite difficult. We have had some success in this respect amongst the grants covering forward into the 2024/25 financial year.

Asked whether we got any support from Government or Councils towards running costs particularly in the light of recent changes to minimum pay rates and National Insurance. Jim replied that there is a chunk of money that we are exempt from in terms of National Insurance payments. However, the increase in the minimum wage will affect us by increasing costs for those on low pay and also those on a higher pay rates to maintain a degree of differentiation. Our energy costs are treated as if we are a business but clearly, we are not.

Jim said that he was not expecting this financial year to be as bad because a lot of the grants that came in last year are to be spent in the current year and therefore, we are seeing a better position working results wise but we're still far from becoming sustainable again.

Lisa then summarised the progress with the fitting of solar panels. We used some of the money raised through crowd funding to carry out a survey, but we are still waiting for York City Council to respond to some issues regarding the weight of the panels on the roof of the building. We will still need more funds to complete the installation although VAT has now been reduced to 0% .

Commenting further Jim said the loss is clearly unsustainable but we will do reasonably okay if we can get our lettings income up to where he would like it to be. That closes the gap by about £6,000 and there's going to be more Grant income attributable to the current financial year. The only thing directly within our own power is getting more lettings and grants which cover some staff costs. We could increase room rates by a small amount, but we must remain competitive in our pricing, or we may lose bookings and be worse off. If we cannot increase our income effectively the choice is to carry on running the way we are or become a standard village hall where you have a volunteer that manages bookings and give people arrangements for how they get themselves in and out. That way our staff costs would be virtually nothing, but it may be difficult to meet our Charity Objectives.

Pat said that on the positive side the youth workers are doing some incredible work. They are not just working within this building, they also do a session at the old school in Wigginton. They go into the two Secondary Schools on a weekly basis, with a good response from the pupils. They also are going out into the community, especially those places in the village where young people meet in groups, and we know there are currently a lot of problems in the area.

Keith thanked Jim for his continued work as treasurer. Much of this took place behind the scenes and it was appreciated how much of Jim's time was spent on this.

6. Trustees Review of the Year. (1st April 2023 to 31st March 2024)

Included in item 5 above

7. Resolution 1. Acceptance of the Annual Report and Accounts for the year ending 31st March 2024

AC proposed and HS seconded Resolution 1 to accept the Annual Report and Accounts for the year ended 31st March 2024

RESOLVED to receive and adopt the Annual Report and Accounts.

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

Re-appointment of Ed Pearson, John Sill and Pat Wilford 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 Ed Pearson, John Sill and Pat Wilford retired by rotation. Ed, John and Pat being eligible, offered themselves for re-election.

Resolutions 2. Re-appointment of Ed Pearson as Trustee.

AC proposed and JS seconded resolution 2 to re-appoint Ed Pearson.

RESOLVED to re-appoint Ed Pearson as a Trustee of the Association.

Resolutions 3. Re-appointment of John Sill as Trustee.

PW proposed and AS seconded resolution 3 to re-appoint John Sill.

RESOLVED to re-appoint John Sill as a Trustee of the Association

Resolutions 4. Re-appointment of Pat Wilford as Trustee

JS proposed and HS seconded resolution 4 to re-appoint Pat Wilford

RESOLVED to re-appoint Pat Wilford as a Trustee of the Association

9. Re-appointment of Botting & Co Ltd is as Independent Examiners.

To note that the role undertaken by Botting & Co Ltd is as Independent Examiners as shown in their report to the Trustees which is included as page 7 of the Accounts. A Company of our size is not required to have its accounts audited but they must be independently examined.

Resolutions 4. Re-appointment

KT proposed and BC 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

No items for AOB had been received before the meeting and none were raised at the meeting.