

## **Sunnyhill Community Centre AGM 30<sup>th</sup> September 2021 at 6pm.**

**Apologies:** Susan Grace, Peter Walton, Dennis Brown, Marcia Taylor, Victor Smith, Chantel Blackwood.

**Present:** Donovan Taylor, Janie Bridge, Rosie Cartwright, Ian Grace, Tansy Spencer, John Spencer, Cettina Thomason, Natasha Kyla

**Welcome:** This is the first AGM we have been able to hold in 2years because of the COVID-19. All the current staff of the centre was introduced.

**Last AGM Minutes Agreed:** Ian Grace proposed they were correct and Janie Bridge Seconded they were.

**Conflicts of Interest:** Donovan explained what Conflict of Interest are. Kyla declared that she was setting up a CIC for delivering youth activities in the area.

**Chairman's Report:** Donovan read the report, and thanked everyone for all the work and volunteering that they do to help the centre. Donovan explained that it was only through grants we are able to get is the only reason that the centre has remained going. Also it was useful to apply for furlough for Tansy's wages. He said he would like to thank Tansy for all that he does for the centre. There was no questions.

**Treasurers Report:** Janie said that we do have some money in the bank but it is earmarked for various things so not as much as you would think. She said she knows Tansy works really hard to get groups and party bookings when possible to make the centre more viable. There was no questions.

**Agreement to Continue with Mark Newey as auditor and accountant:** This is use him. He is very reasonable and does a lot of the community centres accounts in Derby area. It was proposed we would continue by Janie Bridge and seconded by Ian Grace.

**Community Development Officers Report and Secretary Report:** Tansy said that we had a challenging couple of years as a lot of the time we remained closed or with very reduced groups. We also could not have parties. Kyla asked about availability at the centre to run Youth Activities and Tansy said there was only limited amount of time or none at all at present. Tansy did say that of course this could change as groups do come and go. There was no questions.

**Health & Safety:** Tansy said that this has to be on the agenda every time we have a meeting. Tansy said all checks at the centre was done such as water checks, fire alarm checks and also emergency lighting as well as others. All were up to date and regularly done. There was no questions.

**Election of Chair Person:** Donovan Taylors name was the only one down for this. Donovan left the room and Rosie the Vice- chair took over. Everyone agreed that Donovan Taylor should continue as Chairman. Donovan came back in and thanked everyone for their vote.

**Election of Vice Chair.** The only person with the name down for this role is months she will be moving out of the area to Nottingham. She said she was still happy to come to meetings and help but was not sure if she could be vice chair under the circumstances. Donovan asked if she had moved presently and Rosie said no not at present as she is still awaiting the sale of her house to go through. Donovan said it would be fine then for this time as she had not result Rosie Cartwright was voted in as vice chair. She thanked everyone.

**Election of Treasurer:** The only person down for this role is Janie Bridge. As a result it was voted unanimously that she remained as treasurer. Janie thanked everyone for their vote.

**Election of Secretary:** The only name down for this was Tansy Spencer. As a result it was voted unanimously that she would remain as secretary.

**Fun Day for 2022:** Everyone agreed we should try and put one on in 2022 as all the community benefit with getting upwards of 500 people attend. Tansy said the problem was that now you had to pay to hire the park around £300. The only way around this was to have a friends of Caxton Park. This could be set up in conjunction with the committee of the community centre. That way the friends group would hire out the park for no cost. Of course getting this sorted will take time. Rosie said that she would happily donate £300 or what it would cost to hire the park for 2022 to allow us to sort this out. Everyone said that was really kind of Rosie and thanked her very much. We will sort out dates closer to the time.

**AOB:**

**Tansy's Job:** Tansy has to have her contract renewed each year as she is on a fixed term contract. Tansy at this point left the room due to conflicts of interest. Tansy returned to the room and Donovan said that due to the fact

that Tansy had worked many years under this all the committee had voted unanimously that she be made a permanent member of staff. Donovan said either Rosie or himself would sort out a contract to this effect. Tansy thanked everyone very much. Donovan also said that Tansy's hours would be going down as of January 2022 to 18hours a week from 22.5hours a week over 3 days.

**A Smart Projector and Screen to be purchased:** Tansy said that a group had approached her to ask about splitting a cost of a smart projector and screen with themselves for meetings they hold in the meeting room. All felt this was something that the centre would not gain any benefit from, for on the odd times that people hire the meeting room they bring everything they need with them. It was voted no we would not split the cost. Cettina said that they had purchased a projector themselves for their group, so that they could also purchase one themselves should they wish to.

**Sign at the top of the drive:** Tansy said that the sign at the top of the drive was very out of date, A lot of the groups on there no longer meet at the centre. Could we look at getting this updated. Donovan said yes he could see it did need doing. Maybe ask Sign Express to come and have a look to see what they could do to make it more up to date.

**Decoration of the Centre:** Tansy said that areas of the centre really needed to be decorated. The committee said to get some quotes with each room being quoted for separately and also with materials and without materials. Tansy said yes she would action this and get in 3 quotes. It was also asked if we could keep the colour as white or magnolia. Janie said she had a phone number of a man who did the decorating at the West End Centre and she would let Tansy have it.

**Utilities Provider:** Rosie asked if our utilities providers where in contract and safe with the situation as it is at present. Tansy said yes gas, electric and telephone and internet are all in contract with good providers as far as she knows.

**Crack in wall in meeting room:** It was asked if the crack in the meeting room had been checked as it was getting bigger. Tansy said she would flag with DCC. It was asked if there was any other business and there was not so the meeting ended.



**SUNNYHILL COMMUNITY ASSOCIATION**  
**RECEIPTS AND PAYMENTS ACCOUNT**

**YEAR ENDED 31 MARCH 2021**

	<b>2020</b>		<b>Unrestricted</b>	<b>Restricted</b>	<b>2021</b>
Total			Funds	Funds	Total
£			£	£	£
14732	<b>Opening Balances</b>		19175	0	19175
	<b>Receipts</b>				
13100	Grants	note 1	21003	11750	32753
23534	Raised income	note 2	8579	0	8579
0	Donations		0	0	0
1181	Sundry income		76	0	76
<u>37814</u>			<u>29658</u>	<u>11750</u>	<u>41407</u>
	<b>Payments</b>				
14148	Salaries & Associated Costs		3899	10017	13917
4184	Cleaning, maintenance, equipment & activities		1913	0	1913
882	Telephone and Internet		824	0	824
7408	Utilities		6216	0	6216
292	Stationery		116	0	116
683	Insurance		686	0	686
4374	Travel and activity costs		0	0	0
1315	Professional & Other Fees		580	0	580
86	Sundry Expenditure		445	0	445
<u>33372</u>			<u>14679</u>	<u>10017</u>	<u>24696</u>
<u>0</u>	<b>Transfer funds for year</b>		<u>1733</u>	<u>-1733</u>	<u>0</u>
<u>4443</u>	<b>Surplus/(Deficit) for year</b>		<u>16711</u>	<u>0</u>	<u>16711</u>
<u>19175</u>	<b>Closing Balances</b>		<u>35886</u>	<u>0</u>	<u>35886</u>

# SUNNYHILL COMMUNITY ASSOCIATION

## INDEPENDENT EXAMINER'S REPORT

Independent Examiner's Report to the trustees of Sunnyhill Community Association

I report on the accounts for the year ended 31 March 2021 which are set out on pages 2 to 5.

### **Respective responsibilities of the trustees and examiner**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*M. Newey*

Mark Newey ACMA  
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*14/6/2021*

Date