DRAFT NEATISHEAD COMMUNITY GYM ANNUAL GENERAL MEETING

MONDAY 29TH JUNE 2026

AT THE NEW VICTORY HALL, NEATISHEAD

Item	Details	Action By
1.	**Present:** Alan Smith, Phil Ollier, Sharon Jones, Peter Dickie, Liz Fallon and 9 members	
2.	**Apologies for absence:** Howard Newport, Shirley Hogan, Jane King, Liz Moule, Chris Moule, Phil Johnson, Wendy Green, Frances Arthur, James Arthur, Paul Lamb, Cameron Macdougall, Joan Dickie and Liz Powell	
2.1	**Welcome from the Chair:** Alan welcomed the attendees and thanked them for coming.	
3.	**Minutes from the AGM 2025:** Clare Costello requested on page 4 under 'the future' we remove the word 'now' as it implies the gym hasn't always been well equipped which it always has. Point noted and agreed to amend. The Minutes of the Annual General Meeting 2025 were approved.	
4.	**Chairman's Report:** **Trustees** We welcomed two new Trustees on to the Board this year: Liz Fallon and Howard Newport. This brought the number of Trustees to seven. The Trustees form the Gym Committee, and this has met four times in the year. I would like to record my appreciation for all the work they do to keep the gym running smoothly, to ensure that the finances of the Gym are in good order, that the equipment is renewed or repaired as required,	

that new members are signed up and that the membership is kept informed of any changes, as well as other sundry tasks.

Membership and Activity Levels
I am very pleased to report that the number of regular paying members in March 2026 was over 90. Monthly articles in the NIB and a new leaflet have helped us benefit from a national encouragement for older people to undertake regular exercise to prolong a healthy, active life. However, there is no doubt that it is the welcoming and tailored introduction sessions provided by our Instructor, Gary, followed up with advice and help when requested, that has ensured that we have a steady flow of new members.

As a result, we can again see about a 10% increase on last year in the number of session, to 5413 for the year. Daily numbers visiting the Gym is generally now in the mid 30s. However, since the year-end we have had several members leave or take the summer off, so it is important that we go on attracting new members. Member subscriptions are the main source of funding for the Gym.

Instructors
To help Gary have regular breaks we now have two stand-in instructors: Denis Costello and Mahbubur Rahman (Mash) and we would like to thank them for the work they do, and for being available on an occasional basis, sometimes at short notice.

The Trustees would like to record their and the Members' warm appreciation of the work done by our Instructor, Gary Forde. Members speak very highly of the support and guidance he has regularly given them. The circumstances of running a gym three times a week in a multi-use facility with very limited storage is particularly challenging for him. The Trustees are grateful to those Members who regularly help first thing in the mornings with putting out the equipment and any assistance they can give to putting it back in the store.

Equipment
During the year we have been able to replace some pieces of equipment, notably two exercise bikes, as the existing ones

	have come to the end of their expected life. We aim to keep the equipment in good working order and attractive to use. Additional mats have been acquired, some to help to preserve the hall floor. At the beginning of 2026 the Gym was closed for a couple of sessions to allow the hall surface to be restored. The wood veneer on the floor is now at a minimum depth and major work will become inevitable eventually. We are grateful for the care members take to ensure no avoidable wear occurs. **Circuit Training** We are still hopeful that we can find a way of restarting circuit training sessions but issues around the availability of the hall and instructors have so far defeated us. A Tuesday evening slot did become available, but the Hall was looking for a longer hire and the slot is now taken by Table Tennis. It is another good form of exercise, which some Members might consider doing. **Transfer of Funds** The Community Gym at Aylsham closed this year as another better facility was opened at a school in the town. We were offered some of their equipment but having considered the disadvantages of acquiring well used equipment, even at a very good price, we declined to take it. However, their Trustees resolved that their surplus funds should be shared between us and another community gym. I can now report that we have just received about £1,100. This is a most welcome boost to our funds, and we have warmly thanked them. **Fund Raising** Our fund-raising teams have done a terrific job this year. Particular thanks are due to Clare Costello and her team for another even more successful plant sale than last year. Joan Dickie has kept us all motivated and entertained with the Gyminy adventures. The raffles and, thanks to Helen Church, jam sales have continued to be a good source of funds. Thanks to everyone who has contributed to these.	
5.	**Treasurer's Report:**	

	The Treasurer, Phil Ollier, said that the Gym's finances were in a healthy state. He had circulated a report comparing income and expenditure for 25/6 with 24/5. Income was £24,671.05 compared with £28,487.60. The difference was due to the lack of grant income, offset to some extent by an increase in membership providing greater subscription income. Expenditure was reduced from £25836.83 to £24075.34. Less equipment had been purchased and hall fees had reduced as a result of the evening circuit training sessions halting. At the year-end we held £495.05 in a current account and £10550.87 in a savings account. Petty cash was £50.00. During the year we had transferred our accounts from Barclays to The Co-operative Bank. He explained that the Charity Commission required charities with an income over £25,000 to have their accounts independently examined. Our income this year fell slightly below this figure, but the trustees had decided that, as a matter of good governance, they would get the accounts examined. This process was in-hand, and the outcome would be reported to members. In summary he pointed out that subscriptions represented 90.2% of income and fundraisers 6.3%. For expenditure, instructor fees were 56.6%, hall fees 29.1% and equipment purchases 8.1%. Provided those categories were managed correctly, the gym's finances would continue to be healthy. A member asked the identity of the independent examiner. He responded that it was a chartered accountant who was kindly doing the work on a pro bono basis. Turning to the prospects for 26/7 he said that the trustees had not seen a need to increase subscription rates. The Gym had also recently been fortunate to receive a donation of approximately £1100 from Aylsham Community Gym (ACG) because of their decision to wind up their charity. In those circumstances charities are required to distribute any remaining funds to organisations with similar aims and objectives. ACG had decided to split their remaining funds between two community gyms, and we are grateful for the donation. In response to questions, he said that we were	

	currently budgeting for a small surplus this year but were holding funds in reserve for expected replacement of major pieces of equipment in 27/8. Our policy in respect of reserves was to hold at least £5,000.00.	
6.	**Adoption of Reports and Accounts:** Alex Craker proposed adoption of the accounts, Jill Bazire seconded the proposal which was passed unanimously.	
7.	**Resignation of Trustess:** In accordance with the retirement by rotation requirements, trustees are required to retire and, if they wish to continue serving, stand for re-election. As two trustees joined during the year, they are also required to stand down in order to be re-elected. Accordingly, the following trustees stood down this year: Sharon Jones, Peter Dickie, Liz Fallon, and Howard Newport. Peter Dickie has decided to retire from the committee. The committee expressed its heartfelt thanks to Peter for his many years of dedicated service and invaluable contribution. A small gift was presented to him as a token of appreciation for his commitment and support.	
8.	**Nominations of Trustees and Voting:** Liz Fallon, Howard Newport and Sharon Jones offered themselves for re-election. Rebecca Jenkinson, John Jenkinson, Cameron MacDougall and Robert Mitchell offered themselves for election. Clare Costello, Shelagh Smith and Alex Craker proposed a vote in favour. The vote was taken by a show of hands and passed nem con. Alan Smith, David Prichard and Phil Ollier remain trustees, having been elected at previous AGMs.	
9.	**AOBs:** No other business. A member asked whether the committee had any succession planning in place for the instructor role, particularly in light	

	of Gary's recent health issues. Alan advised that the committee has already put support measures in place, including arranging for two stand-in instructors to enable Gary to take one day off each month should he wish to do so. Clare suggested offering an additional one to two hours at the end of sessions to allow Gary sufficient time to pack away equipment at his own pace. Alan confirmed that the committee is actively considering what further support can be provided to ensure the continued delivery of sessions and to support Gary in his role. Phil commented that members may be interested to know that the average age of the club's membership is 77 years. There being no further business, the Chair thanked everyone for their attendance and declared the meeting closed at 7:30 pm.	