

## Thuxton & Garvestone Institute

Annual General Meeting Wednesday, 11<sup>th</sup>. October 2017 – **Minutes:**

7.30 pm at Garvestone & Thuxton Village Hall

Chair – Stephen Smith

1. **Present:** Stephen Smith (Chair), Liz Buckley (Treasurer), Dot Leeder, David Picken, Rev. Tim Weatherstone, David Cavalier, Judith Dobson and Mike Garrod. There were no members of the public in attendance.
2. **Apologies:** James and Tamzin Garrod, Chris Picken, Terry Newman, Andrew Durrant.
3. **Minutes of last meeting – AGM 12/10/2016:** Proposed by Tim Weatherstone that these be accepted, seconded by Dot Leeder and approved by all present without any amendments.
4. **Trustees Report:**
  - The Chairman reported that the Institute is responsible for the play area and open spaces which are provided free of charge for local residents. It raises funds through a social lottery and supports the Corporate Trustee, Garvestone Village Hall (New Build) Ltd.
  - Initial repairs to the play equipment were carried out, but more extensive repairs will be needed during the current financial year (see item 9).
5. **Financial Statements for the year ended 31<sup>st</sup> March 2016:**
  - The Treasurer reported that grant funding from Breckland Outdoor Sport & Play Fund and a donation covered the cost of replacing the damaged balance beams.
  - Income from the bottle bank was down but was sufficient for ongoing costs.
  - The profit from the social lottery in 2015/16 was £678 which has been donated to the Corporate Trustee. The profit for 2016/17 was £577, but is expected to be less in the current financial year.
  - **Balance of Funds:** Fixed assets (restricted) of £12,741 representing the residual value of the play equipment, and Current assets (general) of £1,115 reserved for repairs needed.

### **Motion to approve the Trustees report and financial statements:**

This was proposed by Dot Leeder, seconded by David Picken and approved by all present.

7. **Current financial position:**
  - Reconciled balance at 30<sup>th</sup> September is **£2,361**.
  - This includes grant funding of £180 (sport) for a replacement football post/net and £684 (play) awarded by the Breckland Outdoor Sport & Play Fund to be spent by June 2018.
  - 200 Club not very profitable this year due to loss of members (expected to be ~£100), so the prize fund will need to be reduced next year.
8. **Appointment of officers, membership**
  - To be confirmed at the AGM of the corporate trustee.

**9. Play area repairs:**

- Dot Leeder reported that the posts on both the basket swing and toddler swings have rotted due to construction using wood filled with pulp and subsequent water damage. These have been taken out of commission pending repairs.
- Dot is looking into all the options, and has an initial quote for this work is ~£1,890.
- The charity has secured the above grant funding for £684, but additional funds will be required.
- The Parish Council has applied on our behalf for new play equipment from the final round of Breckland grants.
- If unsuccessful, a matched funding grant from Breckland could be applied for using the £577 profit from the 200 club.

**10. Bus shelter:**

- This is now operational thanks to the Parish Council.
- A new litter bin has been provided for the shelter which will be emptied by Breckland Council.

**11. Any other business**

- No additional matters were raised (but see item 15 of the Company minutes).

(The full Trustees Report & Financial Statements have been circulated to trustees and will be available on the web site once approved if any member of the public wishes to view them.)