

FLACKWELL HEATH RESIDENTS'S ASSOCIATION

MINUTES of the 15th ANNUAL GENERAL MEETING held on 10/03/2020

at

THE ROYAL BRITISH LEGION, FLACKWELL HEATH.

PRESENT;

The following members of the Executive Committee were present: Lenny White (Chair); Pam Mannering (Events); John Mannering (Treasurer); Sammy Aldridge and Amy Marriott (Membership); Liz Johncock (Decorations and Environment); Graham Smith (Social Media); Chris Marriot; Larisa Townsend; Barbara Hunt (Secretary), Brian Mount.

Also present were 9 residents, one Councillor from Wycombe District and one representative from FHCA.

1. Welcome and Introduction:

The Chairman welcomed everyone and thanked them for coming. He talked about the new, young members who had joined the Executive Committee bringing a new dynamic to it. Several events had been held during the year and were successful in terms of enjoyment and finance. The Litter Pick owed much to the participation of the youngsters of FHMFC, to a local company, Simply Waste, and willing volunteers from the community. He expressed appreciation for the cooperation between FHRA and FHCA in the running of several village events. He thanked the Committee for their hard work, especially Larisa Townsend for her vision in expanding existing events. The introduction of Christmas on the Green had proved to be a hugely enjoyable and successful venture.

2. Apologies:

Apologies were received and accepted from Mrs. A Cameron, Sue Walters, Sandy Mount and Cllr. Mike Wilkes (CWPC)

3. Minutes of the Previous Annual General Meeting:

These were agreed to be a true record of the meeting. The points raised would be addressed within the meeting.

Proposed: Chris Thomas

Seconded: David Johncock.

4. Matters Arising:

The Chairman explained that an important issue about membership, raised at the previous meeting, has now been resolved. In response to comments from the floor, at that meeting, it was decided not to go ahead with the scrapping of the membership fee. A huge drive, led by Sammy Aldridge and Amy Marriott, has led to the reinstatement of the fee and the reorganisation of the membership lists.

A memorial plaque, in memory of Carolyn Leonard, is to be put on a 6 seater bench which will be placed in the recreation ground.

The Chairman apologised about the difficulties with communication. FHRA is planning to purchase a website in its own name and this should make updates more readily available to residents.

5. Officer and Group Reports:

The Treasurer referred to the balance sheets available to the floor and explained the various entries of credits and debits. He reiterated that the events throughout the year had been successful and thanked the members of the Committee for all their hard work. He expressed his appreciation to the younger members who had added significant value to the organisation with their vision and energy.

He spoke about expenditure, the Christmas lights programme accounting for a substantial part of these costs over the period. He thanked Charles Colston, previous Treasurer, for his help in reclaiming Gift Aid money for the year 2016 and hoped that they would be able to recover monies for the following two years. The accounts were accepted.

Membership Team:

Membership will continue, new volunteers came forward as a result of the meeting in 2019. New GDPR and membership sheets had to be compiled, meaning that everyone needed to be approached individually in order to establish their willingness to retain membership. This entailed lots of hard work and time. Membership drives at all events were carried out and those who had been instrumental in this were warmly thanked. Residents were encouraged to urge friends and neighbours to join, hopefully using Standing Orders as the preferred payment method.

If anyone was willing to help with the planned letter drop in the village, they were asked to speak to members of the Committee. Anyone who had had an issue with their Standing Orders request should speak to the Membership Secretary as updates were taking a while to be processed.

The two EC members dealing with this were warmly thanked for their hard work.

Events:

The Litter Picks, twice yearly, were successful and enjoyable occasions and the involvement of FHMFC was really beneficial. Simply Waste is very supportive of the event, providing equipment and expertise. The Spring Litter Pick is to be held on Mach 28th.

The Fete and Picnic was a successful event but did lead Committee to consider the need to purchase a generator. Residents were encouraged to come forward with ideas for new events or how to add value to existing ones.

It was suggested that starting an hour earlier than usual might help overcome the clash of dates with national activities.

ACTION

The date does not clash with local schools's activities.

The annual Quiz Night was successful and thanks were expressed to the FHCA for their support and combined effort with this and with Christmas on the Green. Other agencies had been involved with the latter event and thanks were offered to them. Positive comments had been received on the great village atmosphere created by this. There are plans to expand the F&P into a Summer event, with activities throughout the week culminating in the village Fete and Picnic on July 12th. It is hoped to offer something for everyone and more information would be available over the next few months through FHRA on Face Book.

The Quiz Night will be held on September 20th.

Pam Mannering was thanked for all her hard work.

Lights, Planning and Environment:

Liz Johncock explained that she was stepping away from this role having seen the completion of the lighting project through to the stage of all the lights now being LED. Approximately £5000 had been spent on this venture, paid for by fund raising and donations. She expressed her willingness to help with future events but said that there was now a need for a volunteer to take on her role.

Planning: There had been no major projects in the village. The construction company at the Abbey Barn Lane development had been very supportive in paying the cost of the road closure for Christmas on the Green and their technicians had helped with practicalities on the day. Jubilee Gardens was in need of maintenance, Planters being tended to by individuals.

She was thanked for all that she had done for the village over many years and was presented with flowers.

Treasurer: Secretary's Note:

After the AGM had concluded a minor error was noticed which has now been revised. The correct set of accounts is attached.

6. Election of Officers:

The Chairman explained that Mark Long, who had been Vice Chair, had moved away and it was proposed that Sammy Aldridge be appointed to this position. This proposal was carried by a show of hands.

Cllr. Mike Wilkes is stepping down as representative to FHRA from CWPC. Liz Johncock will assume this role, if approved by CWPC. If anyone would wish to volunteer to take on the responsibility for managing FH Christmas lighting, it would be appreciated. It was thought that this year would be straightforward with no significant work anticipated. There is a degree of uncertainty over the continuation of funding and support as WDC ceases to exist and the new Unitary Authority assumes control.

The remaining members were happy to stand for re-election, in the light of no volunteers wishing to put themselves forward. They were elected by a show of hands.

7. AOB:

Cllr. David Johncock offered a vote of thanks to members of the Executive Committee for all their hard work for residents of Flackwell Heath.

There being no other business, the meeting closed at 8.15pm.

Flackwell Heath Residents Association

Income and Expenditure Account
For the Year Ending 31 st December 2019

<u>Income</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>2019</u>	<u>2018</u>
Grants and Donations	250		250	250
Membership Fees	512		760	1122
Gift Aid Refund	0		0	0
Village Picnic	1744		1744	1181
Quiz Night	605		605	488
Christmas Party	1428		1428	158
Sundry Income	100		150	0
Interest	44		43	44
<u>Total Income</u>	<u>4684</u>		<u>4981</u>	<u>3242</u>
<u>Expenditure</u>				
Village Fete and Picnic	655		655	872
Picnic Other costs	0		0	0
Quiz Night	0		0	124
Christmas Lights	1180		850	1672
Christmas Party	569		569	
Garden and Litter Picks	0		0	207
Public Liability Insurance	235		0	223
Printing Postage and Stationary	0			180
Sundry Expenses	112		192	388
<u>Donations</u>				
CWPC Community Centre Planter	0		0	750
CWDC Chapman Lane Bench	0		0	535
Flackwell WW1 Centenary	0		0	155
RBL Wreath	20			25
	<u>2771</u>		<u>2266</u>	<u>5131</u>
Net Income/Expenditure Before Transfers	1913		1913	-1889
Gross Transfer Between Funds	0		0	0
			0	
Net Movement in Funds	1913		1913	-1889
Total Funds brought Together	9860		9860	11749
			0	
<u>Total Funds Carried Forward</u>	<u>11773</u>		<u>11773</u>	<u>9860</u>

Flackwell Heath Residents Associatio

**Balance Sheet
At 31st December 2019**

Current Assets	Note	<u>Total This Year</u>	2018
Cash at Bank - Current Account		4,518	2422
Cash at Bank - Deposit Account		7,824	7780
<u>Total</u>		<u>12,343</u>	<u>10,202</u>
Current Liabilities			
Creditors and Accruals			30
Prepaid Membership Fees and Related Gift Aid		570	312
<u>Total</u>		<u>570</u>	<u>342</u>
<u>Total Net Assets</u>		<u>11,773</u>	<u>9,860</u>
<u>Funds of the Charity</u>			
Unrestricted Funds		11,773	9860
Restricted Funds		0	
Total Funds		<u>11,773</u>	9860

Approved on Behalf of the Trustees

**Laurence White
Chairman**

**John Mannering
Treasurer**

Flackwell Heath Residents' Association
Notes to the accounts at 31st December 2019

1. Basis of Preparation

The accounts have been prepared on an accruals basis.

2. Accounting policies

Income and expenditure are both accrued, if relevant, to the year's operations.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Where incoming resources have related expenditure, as with the fundraising income, the incoming resources and related expenditure are reported gross in the accounts.

3. Fees for the examination of the accounts

N/A

4. Grants and Donations

This was restricted to the RBL Wreath this year of £20.

5. Restricted Funds

None this year.

6. Analysis of Fundraising

	<u>Income</u>	<u>2019</u> <u>Expenditure</u>	<u>2019</u> <u>Surplus</u>	<u>2018</u> <u>Surplus</u>	<u>B/(W)</u> <u>2018</u>
Quiz night	605	0	605	488	117
Fete and picnic	1,744	655	1089	309	780
Christmas Party	1,428	569	860	158	702
	3778	1,224	2554	955	1,599

Conclusions

- (1) Overall, this has been a very successful year.
- (2) New volunteers have added significant value to the charity.
- (3) More comprehensive and successful events have resulted.