

# CROWBOROUGH COMMUNITY ASSOCIATION

PARK ROAD, CROWBOROUGH, EAST SUSSEX, TN6 2QT

## MINUTES of the Second Annual General Meeting

Held at 7.30 p.m. on 6<sup>th</sup> October 2011 in the CCA Hall, Park Road.

### Present:

Chantal Wilson - Chairman

7 other directors

16 other members of the Charity

#### 1. Apologies:

Apologies for absence had been received from Cllr. Diane Phillips, and directors, Cllr. Antony Quin, David Larkin and Frank Lees.

#### 2. Minutes of the Last AGM:

The minutes of the First Annual General Meeting of the Charity held on the 18th November 2010 were approved.

#### 3. Chairman's Report:

The Chairman reported that good progress had been made in the affairs of the Charity since the last AGM. At that time, negotiations were continuing regarding possession of the site and terms of funding, with the outcome of both still uncertain.

However, all was subsequently resolved and the building works are now well advanced with practical completion anticipated for May next year.

The CCA now had a good team of directors and associates who the Chairman identified and thanked individually. In addition, the members of the Old Hall Committee were thanked for their work in keeping the old hall going and raising sufficient to cover its costs.

The chairman also thanked Cllr. Graham Wells, the cabinet member of WDC associated with the project, for his constructive help. Lastly, but not least, Peter Cowie, the recent past chairman of the CCA was thanked for all the work he had done during a difficult period for CCA.

#### 4. Accounts and trustees report for the period ending 31<sup>st</sup> December 2010:

It was RESOLVED to accept the Trustees Report and Accounts for the period ending 31<sup>st</sup> December 2010 which had been prepared by and examined by Russell New Ltd., chartered accountants.

#### Auditors:

It was RESOLVED to appoint Russell New Limited as the auditors of the Charity.

#### 5. Auditors and Examiners Remuneration:

It was RESOLVED to authorise the Board of directors to set the level of the remuneration for Russell New Limited.

Crowborough Community Association - 2010

Registered Charity No 1134266

A company limited by guarantee and registered in England & Wales with company number 7130145

Registered office: Bamford House, Fielden Road, Crowborough, East Sussex, TN6 1TR

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## Secretary's Report:

Alan Hooper, the Company Secretary, outlined why Russell New Limited had been chosen to act as the examiners and, for the financial year 2011, the auditors of the Charity.

He also explained the Board structure of the Charity which replicated the Board of trustees of the old CCA. There were 5 directors nominated by different groups, namely:-

- two by user groups
- one by the individual members
- one by Crowborough Town Council and
- one by Wealden District Council.

All of the other directors, of which there were six, had been co-opted by the Board but were required to resign at the end of the AGM although they individually were all willing to remain as directors. In addition, one third of the nominated directors were required to resign each year, and Alan Hooper had agreed to do so but also remained willing to be re-appointed.

The Secretary also explained that the Board would be considering revising the board structure for presentation to members at the next AGM.

## 6. Report from the New Hall Group:

Chris Jones, the chairman of the New Hall Group, then gave a presentation on the work of his committee in order to ensure that the fitting out of the hall best suited the likely users, to ensure potential users were both involved and aware of what would soon become available and to get commitments from them to take up the facilities. Numerous firm booking had already been taken and many more were in discussion. These matters were progressing very well.

## 7. Election of Directors:

- It was RESOLVED by the Individual Members to appoint Alan Hooper as the member Nominee to the Board;
- It was RESOLVED by the User Group Members to appoint Chantal Wilson as the User Group Nominee to the Board.

## 8. Questions to the Board:

- A member asked what would be the effect on the new hall if Wealden were to sell the car parks. The chairman responded that this was a matter that the Board were keeping under active review as only very limited parking facilities were included in the CCA's lease but that it was too early to be specific and Wealden had not yet firmed up on their intentions.
- Another member asked if the new hall would adversely affect other facilities. The response was that although some users would inevitably move to the new hall from other halls in the town, the other halls would probably be re-occupied by smaller groups. The CCA was seeking to stimulate new new business, not remove it from other places

## 9. There being no other business, the meeting was closed.

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