

# Minutes AGM

Tuesday October 6th 2020  
at 7.30 pm by Zoom



1. **Apologies for absence,**
2. **Minutes of the A.G.M. on October 1<sup>st</sup> 2019** were proposed by Margaret and seconded by Andrea and all voted in favour.

3. **Matters arising from the minutes.** None

#### 4. **Chairman's Report.**

Roger presented his report and thanked all the volunteers, sponsors and donors who have supported us throughout 2019 - 2020.

Again, the maintenance and development of our village community hall has been high on our list of priorities, which we intend to continue.

The unexpected pandemic that hit us this year has disrupted all our activities, but there has been a great response, with the local community coming together and helping each other. Following a local appeal, we compiled a list of volunteers who were willing to do shopping and support anyone that required help. In fact, the list of volunteers was much larger than those residents that required help. We also linked the volunteers to individual residents who lived close by, which seem to work quite well. (Confidentiality of the volunteers and vulnerable residents contact details were maintained throughout).

It is wonderful to be a part of this close-knit community.

Croft House doors were closed on Friday 20<sup>th</sup> March 2020 following the announcement of the COVID lockdown. On the 25<sup>th</sup> June 2019 Pre-School re-opened following further government guidance.

A considerable amount of work has been carried out to make Croft House a COVID secure environment but unfortunately due to current government local restrictions, we are only allowed to open for Pre-School and organized physical activity (these activities have their own procedures and risk assessments in place, as well as those prepared by the Croft House Management Committee).

#### **Activities that took place 2019 – 2020**

Most of our fund raising and community projects were cancelled or postponed in 2020, but we did manage to stage some last year.

- Wine My Bluff – 4<sup>th</sup> October 2019. (£530 was raised for the British Heart Foundation and £530 for UHCA)
- Autumn Fair – 16<sup>th</sup> November 2019. A total of £771.20 was raised, which was shared equally between the UHCA and Mirfield Team Parish.
- Village Christmas Lunch – 13<sup>th</sup> December 2019.
- Carols Around the Tree with Mirfield Team Parish – 21<sup>st</sup> December 2019. Thanks to Sandra and David Moylan for the donation of the Christmas tree and Mirfield Tree Services for felling and transportation. Thanks also to the Clifton & Lightcliffe Band.
- Jumble Sale – 7<sup>th</sup> March 2020. This event raised £238.

In September 2019 we received a grant for the July 2019 Fete, of £887 from the Mirfield Town Council. This was for a new marquee, medical provision/personnel and the hire of a P.A. system.

The Garden Trail and the Fete planned for July 2020 were unfortunately cancelled, but 'fingers crossed' we hope we will be back stronger in 2021. The Murder Mystery Evening which was due to take place on the 21<sup>st</sup> March 2020 was also postponed, but we will arrange another evening as soon as we are allowed.

Sadly, the Christmas Lunch for 2020 will also not take place, but we will try to brighten up Christmas with our usual tree and lights in the Rose Garden area.

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## Major maintenance costs for Croft House (2019 - 2020)

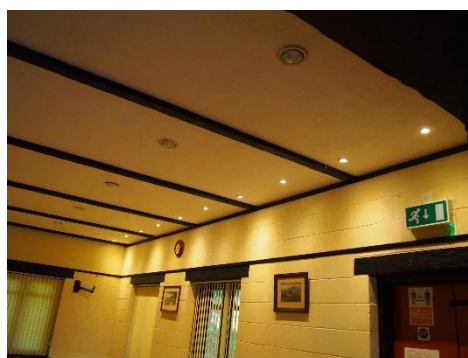
- One hundred new chairs were purchased for Croft House costing £3550. The old chairs were failing on a regular basis and were becoming unsafe. The new chairs have fabric seats that are much easier to clean. We sold the remaining old chairs for £240.

(In October 2019 we received a donation of £5000 from the Croft House Rooms Management Committee to help with the funding of the chairs and the cost of building the wall at the rear of Croft House)



- In March 2020 all the strip lighting in the main hall was replaced with small LED spotlights by Alectrifix. Total cost was £760, which included the twin emergency light in the entrance lobby.

Almost all the lights in Croft House have now been changed to LED type, which will hopefully reduce our ongoing energy costs.



- A new fridge freezer has been installed in the kitchen at a cost of £255. Thanks to Kath and Andrea for sourcing the bargain from Vines, who installed the new one and disposed of the old fridge freezer.



- A sign was installed for the car park at a cost of £107.

- New hardwood windows have been installed in the old arched entrance at the front of Croft House (See **APPENDIX 1**). The elimination of the mock doorway provides a much more sustainable design, which will last for many, many years to come. The work was completed on 5<sup>th</sup> September, just in time for the start of Pre-School on the 7<sup>th</sup> September. Thanks to Mike for his hard work and craftsmanship, also Wood & Laycock who manufactured the windows.

The shutdown period presented us with a window of opportunity (no pun intended) that we needed to complete such a large project. The total cost is £6700.

- Prior to the installation of the new windows Mike also 'pointed' some of the front internal wall.
- Roof-work – which included cleaning, treating and repairs, came to a total of £410.

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## Health & Safety (2019 - 2020)

- Annual Fire extinguisher check by Flamstop - December 2019
- Annual gas supply and boiler check and inspection D Dolby - April 2020 (cost £55)
- Asbestos survey and report by Bradley Environmental in April 2020 (cost £360) and thankfully no asbestos problems were found.
- The Croft House Health & Safety Policy has been updated and modified. Following our change of insurance policy, which now includes Hopton in Bloom, the H & S Policy also includes the HIB activities. A hard copy of the H & S Policy is available in the entrance lobby and a soft copy can be provided if required.
- In addition to the regular monthly safety checks, we have been carrying out weekly security and safety checks during the shutdown period following our insurance provider's recommendations.

## Maintenance Plans for 2020 – 2021

(The forward plans will of course be dependent on the COVID situation and our ability to raise funds)

- Blinds have been ordered for the new window at a cost of £104.
- Landscape the area at the rear of Croft House.
- Additional car park lighting.
- Obtain quotations for replacement windows for rear of Croft House. There is wood-rot and glazing problems in some of the windows.
- Main hall decoration.

Over the last twelve months, we have had an amazing amount of support both financially and from individuals who have given their time to help, thanks again. *Roger*

On behalf of everyone, Chris thanked Roger for all the sterling work he does and all of it to a particularly high standard. This year has been a challenge with new insurance policy and all the challenges of H & S due to the Covid pandemic and Roger has been firm and diligent throughout.

## 5. Treasurer's Report 2019-2020

Kath reports on the annual accounts

We finished the year with a deficit of £346.26 of expenditure over income.

Our income was from 200 Club £2280

Donations £5181 which includes a grant from Mirfield Town Council

Events £2208, Autumn Fair, Wine My Bluff, Jumble Sale

Miscellaneous £922.35

**Giving a total income of £10,562.14**

Our expenditure was

200 Club Prizes £1335.00

Postage and printing £160.06

Events £678.72

Miscellaneous £1567.75

Donations £530

**Total expenditure £10,908.40**

The Closing Balance for the year commencing 01.09.2020 is £9853.06



<b>U.H.C.A.</b>		<b>Year Ending: August 31st 2020</b>	<b>Balance Sheet</b>
<b>INCOME</b>		<b>EXPENDITURE</b>	
<b>200 CLUB</b>	£2,250.00	<b>200 CLUB</b>	£1,335.00
<b>DONATIONS</b>	£5,181.15	POSTAGE/PRINT	£160.06
<b>EVENTS</b>	£2,208.64	REPAIRS/IMPROVEMENTS	£6,636.87
<b>GRANTS</b>		FUNCTIONS	£678.72
<b>MISCELLANEOUS</b>	£922.35	MISCELLANEOUS	£1,567.75
		DONATIONS	£530.00
	<b>£10,562.14</b>		<b>£10,908.40</b>
	<b>EXCESS EXPENDITURE OVER INCOME</b>	<b>£346.26</b>	
<b>OPENING BALANCE 1.9.2019</b>	<b>£10,199.32</b>		
<b>EXCESS EXPENDITURE OVER INCOME 2020</b>	<b>£346.26</b>		
		BANK RECONCILIATION	
		CASH IN HAND	£646.93
		CURRENT ACCOUNT	£9,716.13
		( DEBITS NOT CLEARED )	£510.00
	<b>OPENING BALANCE AS OF 1.9 2020 = £9853.06</b>		

Roger thanked Kath for all her hard work in preparing the balance sheet and throughout the year.

6. **Hopton in Bloom Report.** Will follow after the AGM in November

## 7. Report on 200 Club

Margaret reported that in 2020 Number sold: 150

Numbers added : 2

Numbers removed: 4

Net loss from 2019:	2
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Total income- 150 @ £15.	£2250
less prize money	£1355

<b>Profit.</b>	<b><u>£895</u></b>
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Thanks to everyone buying numbers and those collecting subscriptions. Also to all patiently waiting for the monthly draws. I hope you will all support us in 2021.

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## 8. Election of Officers for 2020-2021

## 9 AOB

Andrea and Linda drew the numbers for the 200 Club Draw for March, April, May, June, July, August and September showing each number to the meeting and these numbers will be published on the website.

	<b>1st</b>	<b>2nd</b>	<b>3rd</b>
	<b>£50</b>	<b>£25</b>	<b>£15</b>
March	6	117	44
April	100	41	124
May	98	78	34
June	110	96	60
July	32	52	26
August	154	70	46
September	110	129	91

**Date of next AGM:- The next AGM will be held on Tuesday October 5th 2021 at 7.30p.m. in Croft House.**



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## APPENDIX 1



The old door & windows were rotting  
and windows 'blown'



Removal of the damaged  
plasterboard inside



Extremely rough brickwork revealed



Specially cut stone put in place

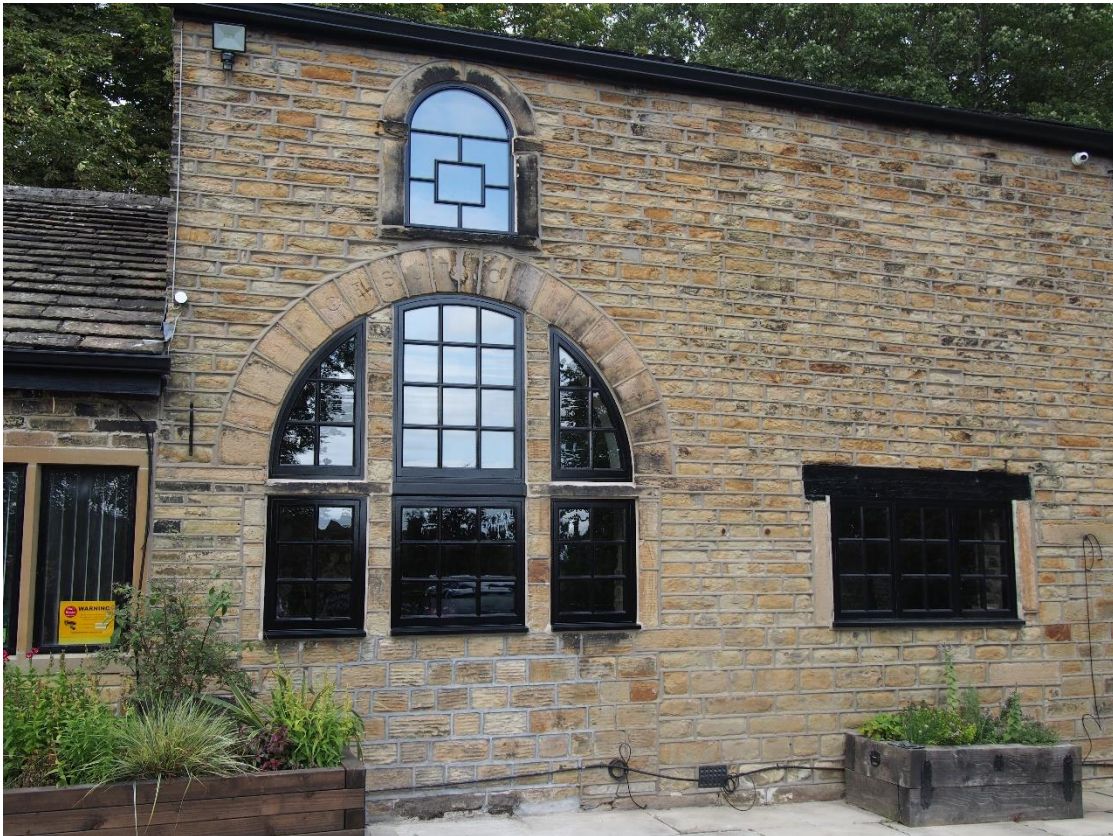


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## APPENDIX 1



Completion of the project

