



**MINUTES OF THE ANNUAL GENERAL MEETING OF BARNHAM & EASTERGATE COMMUNITY TRUST
HELD ON TUESDAY 17TH MAY 2022 AT BARNHAM COMMUNITY HALL**

Present: Terry Bedford (Chairman)
Chris Playford (Vice-Chairman)
Chris Allington
David Phillips
Tim Crabb
Dick New
Tony Chamberlain

In attendance: Alison Crabb (Secretary & Financial Officer); Ali Tarbard (Facilities Manager, Barnham); Nina McMaster (Facilities Manager, Eastergate); Bridgette Martin (Assistant EVH); Kathy Lanigan (Assistant BCH); 2 Members of the public:

Apologies: Bill Leath: Heather Kilroy: John Kilroy:

Terry Bedford, Chairman, welcomed everyone to the meeting.

1. To approve the minutes of the Barnham and Eastergate Community Trust held on 10th March 2020

Chris Allington proposed and Dick New seconded acceptance that the minutes of the AGM of BCT held on 19th May 2021 be approved as a correct record of the meeting. All Trustees and members of the public present agreed with the proposed recommendation.

Resolved: That the Minutes of the first AGM of Barnham and Eastergate Community Trust held on 19th May 2021 be approved and published on the Trust's website

2. To receive the annual report of the Trustees

The Chairman presented the annual report of the Trustees to the meeting, which summarised the activities and financial position of the Trust. A full copy of the report is appended to these minutes.

Resolved: That the Annual Report of the Trustees be received and accepted as a summary of the activities of Barnham and Eastergate Community Trust for the year 1st April 2021– 31st March 2022

3. To receive the accounts of the CIO for the financial year 1st April 2021 – 31st March 2022

The Secretary & Financial Officer had circulated the full set of accounts detailing all transactions for each of the Halls and the summary position for the Trust. It was pleasing to note that although COVID still had a significant impact on the revenue of the Trust the end of year bank balance was £179,119. This was due to receipt of substantial business interruption insurance payouts, additional COVID related grants and support from the National Lottery funding project.

Chris Allington proposed and David Phillips seconded acceptance of the accounts to be forwarded in due course to the appointed independent examiner and all present agreed with the proposed recommendation.

Resolved: That the accounts of Barnham and Eastergate Community Trust CIO be received and forwarded in due course to the appointed independent examiner to prepare a report for approval by the Board of Trustees at a future meeting.

4. Appointment of Independent Examiner to examine the accounts of the CIO

RS Hall & Co had again been approached to take on the role as Independent Examiner of the accounts of the CIO and had given agreement to do so.

Resolved: That all present agreed to the appointment of RS Hall & Co as the Independent Examiner of the accounts of Barnham and Eastergate Community Trust CIO

5. Election/Appointment of Trustees according to the CIO constitution

(All persons named have indicated a willingness to be elected/appointed and the term of office will be until the next AGM)

5.1 The following had indicated their willingness to be re-elected as Trustees until the next AGM:

Terry Bedford
Chris Allington
Bill Leath
Tim Crabb
John Kilroy
David Phillips

Resolved: That all above named persons be re-elected as Trustees until the next AGM

5.2 The following had agreed to be reappointed as Trustees until the next AGM:

- a. Tony Chamberlain
- b. Chris Playford

Resolved: That the above named persons be reappointed as Trustees until the next AGM

5.3 The following had agreed to be reappointed as a co-opted Trustee until the next AGM:

- a. Dick New

Resolved: That the above named person be appointed as a co-opted Trustee until the next AGM

5.4 Endorsement of Barnham and Eastergate Parish Council's recommendation that Heather Kilroy be appointed as their Trustee representative.

Resolved: That Heather Kilroy be appointed as a Trustee to represent the interests of Barnham and Eastergate Parish Council

6. a. Declaration Forms

All Trustees, except Tim Crabb who required his address to be changed, confirmed no changes to their personal information previously detailed on their signed Declaration Forms.

b. Election of Chairman

Chris Allington proposed and Tim Crabb seconded the election of Terry Bedford as Chairman for the year 2022-23. All Trustees supported the recommendation and Terry Bedford duly accepted the role.

Resolved: That Terry Bedford be elected Chairman for the year 2022-23

c. Election of Vice-Chairman

Dick New proposed and David Phillips seconded the election of Chris Playford as Vice-Chairman for the year 2022-23. All Trustees supported the recommendation and Chris Playford duly accepted the role.

d. Appointment of Secretary and Financial Officer

Terry Bedford proposed and Dick New seconded the appointment of Alison Crabb as Secretary and Financial Officer for the year 2022-23. The recommendation was supported by all Trustees.

7. Memorandum of Understanding between BECT and BEPC

Documents related to this item had been circulated with the agenda. These included a letter detailing the outcome of the annual conversation that had taken place, as per the signed MoU, between the Chairman of the Trust and the Chair of the Parish Council together with a list of potential community projects to be taken forward as and when appropriate funding can be made available.

Chris Allington summarised the details explaining that the funds that could be used to take forward the projects could include CIL funding (monies from developments in the Parish), reserves that BECT has built up during the pandemic from various sources, grant funding opportunities and Lottery funding. The top priorities that the Trustees were asked to support at this time were:

- PVs on the roof of Barnham Community Hall
- A new porch on Eastergate Village Hall

Support was received for these projects and additional projects to be listed included the Community Garden and the need to look seriously at bringing forward plans to update the front doors of Barnham Community Hall to automatic opening accessible doors.

It was also acknowledged that the need to look at youth facilities was something that should be considered a priority moving forward.

The Parish Council would also be asked to confirm their support for these proposals at their meeting in June.

8. National Lottery Project Update

A summary position document had been circulated with the agenda and Chris Allington took the meeting through some of the details. In summary the Lottery project year end was 30th June and a meeting with the Lottery Officer had confirmed that our governance and project management had been undertaken to her satisfaction. She was particularly pleased with the Community Hub and our approach to staffing or 'community connectors' as they call them and see them as key to our success. She also said that whilst we had delivered on many elements of our original plans for COVID recovery we needed to look to move our focus to deliver on youth facilities to meet government priorities.

The document also outlined the current budget position and a request for the Trust to be asked if it could support a transfer of funds to enable the lottery fund to meet it's financial commitments to the end of the year. The amount required was £6180. It also outlined a topline budget for Year 2 which would see a potential need to seek funding at year end from the Trust.

The Trustees gave their agreement to the requested contribution of £6180 for 2021-22 and that this would be transferred 50-50 from each Hall's operations account (i.e 3090). They also supported the focus to deliver on youth facilities moving forward. The requirement for support at the end of Year 2 was provisionally agreed but would require confirmation at a later date.

Resolved:

- 1. That the Trust approve the request for a contribution of £6180 to be transferred from each Hall's operations account.**
- 2. That the Trust support the proposed approach to spending of the Lottery Funds in Year 2.**
- 3. That the Trust note the potential request for additional funding at the end of Year 2.**

The meeting closed at 7.40 p.m.