



**MINUTES OF THE TENTH ANNUAL GENERAL MEETING OF
THE YEW'S (HAYWARDS HEATH) COMMUNITY PARTNERSHIP
HELD ON WEDNESDAY 21ST JULY 2021 AT 12 NOON AT THE YEW'S**

Present: Ian Sanderson (Chairman); Tim Fraser (Treasurer); Sue Darnell (Fundraising); Malcolm Hulatt (Company Secretary & Yews Talking News); Colin Darnell (Health & Safety Committee & Yews Talking News); John Sabin (Health & Safety Committee), Eric Basset (Health & Safety Committee) Vivien Littlewood, Julia Beckett, Shirley Weschler (Centre Project Manager), Michelle Burdis

1. Welcome, Record those present and note any apologies for absence.

IS welcomed all to the meeting. There were no apologies for absence.

2. Approve Minutes of AGM for Year 9

The minutes were accepted as a true record of the meeting, proposed by Tim Fraser, seconded by Eric Bassett and carried unanimously.

3. Matters Arising from Minutes of Year 9's AGM

None.

4. Annual Report. - Celebrating Year Ten in the Life of the Partnership.

The past year has been like no other. We initially closed The Yews and furloughed our staff but by the summer we were able to re-open for a small number of clients that could operate within the Government restrictions. Many groups, particularly charities, have been unable to restart during the year and are only now beginning to think about returning.

As a result we saw our room hire income fall by 60% from last year's level. As running expenses were comparable, the result could have been a large deficit. We were fortunate that our finances were strong at the start of the pandemic and, helped by Government support in the shape of a grant and furlough payments, we have been able to end the year in a good position. Our two managers Shirley and Carly have had to adapt to very flexible working at home and in the office and we thank them for all their hard work.

Major improvements have been put on hold this year but we have taken the opportunity to clear out some of the children's equipment left from previous groups. Fortunately we have been able to find good homes for all the serviceable equipment. Essential maintenance continued as usual and this year included the second phase of the external painting of the building, the installation of additional smoke alarms and the replacement of some old furniture. We are grateful to Mid Sussex District Council for continuing to provide us with discretionary rate relief and to the Town Council for supplying us with surplus plants to keep the borders colourful. Our gardener Michael Figg is thanked for his hard work in making the grounds look at their best.

Sadly we were not able to run any fund raising events this year.

I would like to thank my fellow Board directors for all the help and support they have given me this year. Special thanks are due to Tim Fraser who has ably looked after our finances

and to Sue Darnell who has provided advice and support on staffing issues. Finally, I would like to thank the volunteers who have advised and supported our sub-committees.

5. Trustees' Annual Report & Accounts for the Period Ending 31st March 2021

The Treasurer reported that the accounts had been reviewed and signed off by Eric Bassett. It was noted that the room hire income was down from £50,000 to £21,000 and total income was down to £100,000 to £50,000 due to the difficult previous 12 months. A total income of £48,000 pa is required to keep The Yews open. In this 12 months £25,000 was spent on a much needed refurbishment of the staff office and various painting requirements.

The accounts showed a small surplus of £2,000 but a very large expenditure of c£25,000 for replacement Fire Door following a Fire Risk Assessment will be made this current year which will be covered by our cash reserves of £80,000. The accounts are available for all on The Yews website. Vivien Littlewood enquired why new Fire Doors were needed as some were replaced 10 years ago but it was pointed out that legislation had moved on from that time and we were not replacing any that were previously replaced.

The adoption of the accounts were proposed by Sue Darnell and seconded by Colin Darnell.

6. Election of Directors to serve on the Board for Three Years

Tim Fraser (Director retiring in rotation) agreed to stand for re-election. This was proposed by Colin Darnell and seconded by Vivien Littlewood. Tim was duly elected to stand for a further three years and was thanked for his excellent work as Treasurer.

5. Appointment of Independent Examiner for the 2021/22 financial year.

Eric Bassett has kindly volunteered to continue in his role as Examiner. This was proposed by Tim Fraser and seconded by Michelle Burdis. Eric was duly appointed and thanked by all.

6. Any Other Relevant Business or Questions

Shirley Wechsler advised that one of The Yews hirers, Richard Hornby, had paid for the redecoration of the North lounge and was duly thanked.

His fellow Trustees thanked Ian Sanderson for his continuing excellent work as Chairman.

Eric Bassett and John Sabin were thanked for their extremely hard work on the Health & Safety Committee with the challenges that will arise during the next 12 months major refurbishments.

Michelle Burdis made a plea for volunteers to be formally recognised for all the work they do by suggesting a national register should be created to allow volunteers moving to a different area could have their previous work still recognised. It was suggested that this was an extremely good idea but an issue best discussed with the local Volunteer Bureau.

The meeting closed at 2.50 p.m.