

# **GOLDSWORTH PARK COMMUNITY ASSOCIATION**

## **MINUTES OF THE MEETING HELD ON 8<sup>TH</sup> JANUARY 1998**

Present: Peter Winter, Ian Rickard, Arthur Harmour, Irene Watson, Ann Taylor,  
Joyce Lister, Tony Burgoyne

Apologies for Absence: Zelig Kemp

*Nigel Gala Meeting*  
*Thursday 26/2/98*  
*6.30*

### **1. OPENING**

IR opened the meeting at 7.38 pm.

### **2. MINUTES OF THE LAST MEETING**

The minutes of the last meeting were agreed.

### **3. MATTERS ARISING**

Any "matters arising" were dealt with under the appropriate item.

### **4. MISCELLANEOUS CORRESPONDENCE**

- 4.1 Acknowledgements for donations have been received from Woking Hospice, Beaufort and Goldsworth Schools.
- 4.2 GPCA has been invited to attend the inaugural meeting of a new Federation of Residents/Community Associations on 22<sup>nd</sup> January 1998. PW and IR will attend.

### **5. ENTERTAINMENTS REPORT**

#### **5.1 Children's Christmas Party**

PW thanked JL and ZK for their work in organising the Children's Christmas Party. IR reported that the party had cost £133.00 rather than the £100.00 originally agreed. There was some discussion about the viability of the party this year as only 35 children attended but, as this was the usual attendance, it was agreed to go ahead. It was agreed that a new entertainer should be found or the entertainer used for the last two years should be asked to change his act.

#### **5.2 Senior Citizen's Christmas Lunch**

The reasons for the low take up for the Senior Citizen's Christmas Lunch was discussed. AH said that the party was originally for the "Bingo crowd" and that the change of organiser could be a factor. PW said that Senior Citizens had many other entertainments laid on. It was agreed not to repeat the event.

#### **5.3 New Year's Eve Party**

The New Year's Eve Party, organised by IW and Ann Thaine, had been a success with 98 tickets sold. Ticket sales had more than covered expenses and a small profit had been made. IW and AT have agreed to organise the party for next New Year's Eve but will replace party poppers with trumpets/streamers as the party poppers set off the fire alarm.

#### **5.4 Car Boot Sales**

PW reported that the Goldsworth Park Centre has been sold again and the managing agents are Strutt & Parker, 13 Hill Street, Berkeley Square, London, W1X 8DL; Tel: 0171 629 7282. IR will contact Strutt & Parker to seek permission to run Car Boot Sales during 1998. IR will pass on the answer to PW for advertising and AH for bookings.

## **5.5 Gala**

Nigel Budgen is still prepared to run the Gala if he has support from 2 or 3 others. John Perry has agreed to assist, IW and ZK will help with administration and AT and JL will help on the day. Decisions need to be made soon if the American Civil War theme, with mock-battle, is to proceed.

## **6. TREASURER'S REPORT**

- 6.1 IR circulated the accounts and reported that they showed a balance of £3,100.00 less than last month which was accounted for by £3,400.00 donations to local organisations.
- 6.2 The Hall Manager, Alison Armstrong, had been paid a £50.00 bonus.

## **7 HALL MANAGER'S REPORT**

- 7.1 The Hall Manager had submitted a report saying that bookings are going well and a new regular weekly booking had been made.
- 7.2 Repairs are outstanding on two tables, (IR) the lights in the main hall (IR and RGM Electrics) and the bench seat in the snug bar (IW).
- 7.3 A new clock had been purchased and permanent hooks installed to facilitate decorating the hall; hirers will be reminded not to use "bluetack", drawing pins or "cellotape" on the walls.
- 7.4 AH circulated a press article about fire regulations and said that the lock on the door between the snug bar and the lobby, installed to make it child proof, was in contravention of the fire regulations. PW was of this opinion too. It was agreed that the Fire Service should be asked to inspect and advice on appropriate ways of securing this door.
- 7.5 PW asked when the promised meeting between Swingtime Leisure, Woking Borough Council and GPCA would take place. IR reported that Graham Keyworth's secretary had been asked to make the arrangements. PW said he would chase the Council.

## **8. BAR MANAGER'S REPORT**

- 8.1 There has been one good bar in the last month, with takings of over £750.00.
- 8.2 There was discussion about the fridge/freezer being moved by one of the bar staff from the kitchen to the bar area without any consultation. IR said that the purchase of a bigger fridge/freezer for the bar could be considered if required.
- 8.3 There was discussion about the responsibilities of the bar staff, as representatives of the GPCA, particularly in the light of the theft of Christmas decorations during a party.

## **9 ANY OTHER BUSINESS**

PW will contact with Geoff Ward (WBC) to check the current position with regard to the Lake and the Goldsworth Park Working Party.

## **10 DATE OF NEXT MEETING**

The next meeting will be held on Thursday, 12<sup>th</sup> February 1998 at 7.30 pm in the Snug Bar.

JL tendered her apologies for not being able to attend the next meeting.

There being no other business, the meeting closed at 8.30 pm.

## Account Balances Report by Month

As of 31/12/97 (in Pounds)

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Acct	01/09/97 Balance	30/09/97 Balance	31/10/97 Balance	30/11/97 Balance	31/12/97 Balance
<b>ASSETS</b>					
Cash and Bank Accounts					
Barclays	4,028.86	5,105.26	5,199.34	6,168.83	3,459.61 ✓
Barclays BPA	15,354.93	15,477.61	15,477.61	15,477.61	15,477.61 ✓
GPCA Cash	765.74	1,019.21	737.01	1,026.14	593.85 ✓
<b>TOTAL Cash and Bank Accounts</b>	<b>20,149.53</b>	<b>21,602.08</b>	<b>21,413.96</b>	<b>22,672.58</b>	<b>19,531.07</b>
Other Assets					
Asset	250,009.80	250,009.80	250,009.80	250,009.80	250,009.80
Bar Stock	2,069.80	848.63	1,415.09	1,223.58	1,067.22
<b>TOTAL Other Assets</b>	<b>252,079.60</b>	<b>250,858.43</b>	<b>251,424.89</b>	<b>251,233.38</b>	<b>251,077.02</b>
<b>TOTAL ASSETS</b>	<b>272,229.13</b>	<b>272,460.51</b>	<b>272,838.85</b>	<b>273,905.96</b>	<b>270,608.09</b>
<b>LIABILITIES</b>					
Other Liabilities					
Client Deposits	100.00	150.00	100.00	150.00	100.00
<b>TOTAL Other Liabilities</b>	<b>100.00</b>	<b>150.00</b>	<b>100.00</b>	<b>150.00</b>	<b>100.00</b>
<b>TOTAL LIABILITIES</b>	<b>100.00</b>	<b>150.00</b>	<b>100.00</b>	<b>150.00</b>	<b>100.00</b>
<b>OVERALL TOTAL</b>	<b>272,129.13</b>	<b>272,310.51</b>	<b>272,738.85</b>	<b>273,755.96</b>	<b>270,508.09</b>

## GPCA-Selected Accounts

## GPCA Cash Flow Report

08/01/98

01/07/97 Through 31/12/97 (in Pounds)

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Category Description	01/07/97	01/08/97	01/09/97	01/10/97	01/11/97	01/12/97	OVERALL TOTAL
<b>INFLOWS</b>							
Bank Int-charge	-3.00	0.00	136.57	-7.50	0.00	0.00	126.07
Bar	436.05	39.50	-329.09	140.54	294.51	240.33	821.84
Hall	752.69	356.90	367.50	384.05	755.51	20.49	2,637.14
<b>TOTAL INFLOWS</b>	<b>1,185.74</b>	<b>396.40</b>	<b>174.98</b>	<b>517.09</b>	<b>1,050.02</b>	<b>260.82</b>	<b>3,585.05</b>
<b>OUTFLOWS</b>							
Charity	0.00	0.00	0.00	0.00	0.00	3,300.00	3,300.00
Newsletter	45.00	0.00	45.00	45.00	45.00	45.00	225.00
Social	74.42	17.45	0.00	0.00	0.00	0.00	91.87
Stationery&Post	0.00	0.00	1.60	32.75	41.41	21.70	97.46
Sundry	0.00	0.00	0.00	11.00	0.00	32.90	43.90
Uncategorised Outflows	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL OUTFLOWS</b>	<b>119.42</b>	<b>17.45</b>	<b>46.60</b>	<b>88.75</b>	<b>86.41</b>	<b>3,399.60</b>	<b>3,758.23</b>
<b>OVERALL TOTAL</b>	<b>1,066.32</b>	<b>378.95</b>	<b>128.38</b>	<b>428.34</b>	<b>963.61</b>	<b>-3,138.78</b>	<b>-173.18</b>

**Cash Flow Year to date**  
01/07/97 Through 31/12/97 (in Pounds)

Category Description	01/07/97- 31/12/97
<b>INFLOWS</b>	
Bank Int-charge	126.07
Bar:	
Bookings	283.50
Stock Deduction	-3,537.60
Sundry	-78.87
Takings	5,890.57
Wages	-890.50
Bar-Other	-54.05
<b>TOTAL Bar</b>	<b>1,613.05</b>
Hall:	
Bookings	6,367.80
Cleaning:	
Cleaner	-626.00
Cleaning Mat.	-82.59
Excess	-34.50
Cleaning-Other	-271.00
<b>TOTAL Cleaning</b>	<b>-1,014.09</b>
Electricity	-275.41
Locking Up	-793.50
Maintenance	-372.13
Manager	-375.00
Rates	-140.00
Sundry	-254.73
Telephone	-86.82
Hall-Other	-418.98
<b>TOTAL Hall</b>	<b>2,637.14</b>
FROM Bar Stock	3,537.60
FROM Client Deposits	750.00
<b>TOTAL INFLOWS</b>	<b>8,663.86</b>
<b>OUTFLOWS</b>	
Charity	3,300.00
Newsletter:	
Distribution	225.00
<b>TOTAL Newsletter</b>	<b>225.00</b>
Social:	
Car Boot	-5.60
Kids Party	133.59
NY Party	-78.00
OAP Party	0.00
Social-Other	97.47
<b>TOTAL Social</b>	<b>147.46</b>
Stationery&Post	97.46
Sundry	43.90
Uncategorised Outflows	0.00
TO Bar Stock	3,778.82
TO Client Deposits	775.00
<b>TOTAL OUTFLOWS</b>	<b>8,367.64</b>
<b>OVERALL TOTAL</b>	<b>296.22</b>

GOLDSWORTH PARK COMMUNITY ASSOCIATION  
MINUTES OF MEETING HELD ON 12<sup>th</sup> FEBRUARY 1998  
AT GOLDWATER LODGE - GOLDSWORTH PARK

Present: Ian Rickard, Ann Taylor, Zelig Kemp, Irene Watson, Tony Burgoyne, Peter Winter, John Perry, Aenne Hayman, Caroline Hassanein, Arthur Harmour.

Apologies: Joyce Lister.

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1. OPENING

1.1 PW - opened the meeting at 7.35 p.m.

1.2 IR - Welcomed new Committee members - Aenne Hayman, Caroline Hassanein and John Perry, and introduced them to the other Committee members.

2. MINUTES OF LAST MEETING

The minutes of the meeting were agreed.

3. MATTERS ARISING

All matters arising were dealt with under the appropriate agenda item.

4. MISCELLANEOUS CORRESPONDENCE

4.1 IR - has received confirmation from the Manager of Waitrose giving us permission for another year to hold our Car Boot Sales in the car park.

4.2 PW - has received a letter thanking for donation made to the Visually Impaired Childrens' Unit at Sythwood School. This letter was written by one of the children in Braille. The letter was passed round for everyone to see.

PW - remarked that the Scouts Group has not acknowledged donation made to them.

4.3 IR - reported he listened to a programme on Radio 4 discussing energy conservation, and Woking Borough Council had been commended for financial savings on new types of hot water boilers.

5. ENTERTAINMENT REPORT

5.1 PW - reported on the meeting held to discuss the Gala. Nigel Budgen was not able to come to the meeting as planned.

- 5.2 PW - gave a list of parties who may be interested in being part of the Gala as follows:

Freetime Leisure, Rangers Football Club, Swingtime Leisure, Woking Lions, Liberal Democrats, Scouts, Guides, Hockey Club, Dog Show.

He suggested that maybe a Tug of War between local pubs could be arranged. NB is to organise the Fun Fair, and he also has something in mind for the main attraction. PW - has suggested that a sum of £1,000 could be allowed for this. GPCA is to provide catering at the Gala.

PW - will get in touch with NB to get these events underway as soon as possible.

THE DATE FOR THE GALA IS SATURDAY 27<sup>TH</sup> JUNE 1998.  
WOKING BOROUGH COUNCIL HAVE GIVEN PERMISSION FOR THE GALA TO BE HELD ON THIS DAY.

- 5.3 IR - made the suggestion that the price for a pitch at Car Boot Sales goes up from £7.00 to £8.00.

AH - reported that he already has several bookings for the Easter Bank Holiday, for the old price.

The Committee agreed the new fee of £8.00, but to start after the Easter Boot Sale.

## 6. TREASURERS REPORT.

- 6.1 IR - presented the accounts as follows:

For the year to date (30/6/97 - 31/01/98).

Total Income	-	4,986.31
Total Expenses	-	3,871.87
Total Cash & Bank	-	20,840.14

- 6.2 IR - reported that it had been a good month. He is still trying to simplify the format for the monthly accounts.

IR - also remarked that the Hall and Bar bookings look good for the coming season.

- 6.3 IR - reported on an application he has received from a lady who lives in Fenwick Close for a donation towards the cost of a Neighbourhood Watch Scheme. The Council have quoted an overall cost of £345.00! The lady in question has raised £290.00 towards this figure. The Committee agreed to donate £50.00 for this cause.

7. HALL MANAGEMENT

7.1 IR - received report from Alison Armstrong that there are good firm bookings for the Hall. There is now an Aerobics Class on Mondays.

7.2 AA - has complained about the old filing cabinet in the kitchen. It is scruffy and old. IR suggested it could be put in the roof, and that we could look around for a second hand one for about £50.00, as more storage space is needed.

JP - said he may be able to help get a cabinet, as long as there was no rush. He will report back.

7.3 AA - has received a request to book the Hall for New Year's Eve - 1999.

PW - said it is impossible to get bar staff on this night, and it would not be a good idea for them to bring their own drink.

IW - thinks the Hall for this special night should be kept free for residents of the park, to which people could bring their children - a family occasion.

The Committee agreed, and Anne Thain (who has with help from IW organised a New Year's Eve family party for the last two years), should be approached to find out if she is going to organise a Millenium Party.

7.4 IR - reported there was more trouble with the drains again. WBC to be informed. RGM Electrics have not yet been to fix the dimmer lights and a heater was not working properly. IR will look into these matters.

7.5 IR - reported on a meeting that was held with SL, WBC, and GPCA - a new outside play area for SL has been approved. SL were asked if they would tidy up the yard, and make sure the gates to the yard were locked after use.

It was agreed at the meeting that the same arrangements for use of shared toilets would remain the same as last year. PW & IR have agreed to this, but matters will have to be reviewed for next year, and that this arrangement was not permanent.

7.6 PW - reporting on arrangements for Freetime Leisure.

To organise events on the lake for this summer, and suggests that we contact WBC during the next 3 months, with regard to concrete plans for long term management of the lake.

IW - suggested that maybe we should have a say in these arrangements.

SL will be submitting a proposal for lake activities.

PW - pointed out that toilet facilities will have to be considered.

- 7.7 IR - remarked that we should send in our proposal to Graham Keyworth - WBC for the erection of a porchway from the Hall, which will cut down on noise level and heating, and also to ask for extra storage space, which was badly needed, and for the toilet situation to be sorted out.
- 7.8 IR - reported that GK has gone through the final accounting for the construction of the hall, and came up with a figure in final settlement of £3,361.00. This is agreed by the G.P.C.A.
- 7.9 IR - has received request from AA to review her salary, as she is doing twice as many hours as at first suggested. As she receives a monthly salary, and as the bookings for the Hall are very good, the Committee decided to look into this matter, and as at the moment, we pay her a bonus from time to time, maybe the answer would be to pay her commission on Hall bookings. This matter has yet to be decided.

PW & IR will meet with her to discuss the above.

- 7.10 AH - stated that some of the tables need attention. IR will investigate.

#### 8. BAR MANAGERS REPORT.

- 8.1 IR - reported that there had been a couple of poor bars during the month, with too many staff for the amount of guests, but on the other hand there had been a couple of good ones.
- 8.2 IR - also reported that we had not renewed our bar licence - this has been due to our not receiving the appropriate correspondence. IR has spoken to WBC and our licence is valid until 15th April 1998, so this is not really a major problem, but in view of the application not being submitted on time, we may have to send a representative to Chertsey Court to explain why the the licence was not renewed in time.

IW - observed that if we had our own postbox, this sort of situation would not arise. This has to be reviewed.

#### 9. ANY OTHER BUSINESS.

- 9.1 PW - asked if our books have been taken care of.
- IR - replied that it was in hand.
- 9.2 PW - called for a special meeting with Nigel Budgen to discuss arrangements for the Gala.
- It was agreed by the Committee for this special meeting to be held on Thursday 26th February 1998 at 6.30 p.m.
- 9.3 AH - reporting on the Scorpion Police Initiative in operation on Goldsworth Park, said that it seemed to have worked very well.

- 9.4 AHY - who runs a childrens' toddler group each week, remarked upon the stacking of tables in the Hall, and with regard to the present stacking thought they were a danger to children and helpers alike. AHY to discuss the situation with AA.

10. DATE OF NEXT MEETING.

The next meeting will be on Thursday 12th March at 7.30 p.m. in the Snug Bar.

The meeting closed at 8.50 p.m.

*Gala*

GOLDSWORTH PARK COMMUNITY ASSOCIATION  
MINUTES OF MEETING HELD ON 26TH FEBRUARY 1998 -  
TO DISCUSS ANNUAL GALA  
AT GOLDWATER LODGE - GOLDSWORTH PARK.

Present: Ian Rickard, Zelig Kemp, Irene Watson, Peter Winter, John Perry, Aenne Hayman, Nigel Budgen, Chris Edwards - WBC.

Apologies: Tony Burgoyne.

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1. OPENING.

1.1 PW - opened the meeting at 6.40 p.m.

1.2 NB - apologised for his absence at the last meeting.

2. ARRANGEMENTS FOR THE GALA.

2.1 NB - reported that he had not had time to do much arranging for the Gala. The Funfair run by Frank Ayres was arranged, and permission had been asked to open the Funfair on the Friday before, and the Sunday after the Gala.

PW - said he would check this out with WBC, and could see no problem with this request.

2.2 NB - informed the Committee that he had approached a company called Peter Johnson Entertainment who arranged all sorts of events. A brochure advertising this company was passed round. This company had several ideas in their brochure for Arena Events - this has to be decided and booked as soon as possible.

2.3 A general discussion then took place of who we wanted to ask to participate in the Gala. A list had already been made as an outline.

IW - stated that she still had the database on her computer from last year, ready to do a mail-shot.

It was agreed that IW carry out this task as soon as possible, and see what response was made. Other Committee members could then help with telephoning various people/organisations to discuss details.

- 2.4 IR - reported that the Hockey Club, Swingtime Leisure and Freetime Leisure, all wanted to be involved.
- 2.5 Discussion then took place amongst members regarding the catering requirements for the Gala. It was agreed to use the Hall for refreshments etc., setting out tables and chairs, and to open the Snug Bar to use for the sale of alcoholic drinks.
- 2.6 ZK - remarked that it would be nice to have something different this year - maybe a childrens' fancy dress competition. Another idea from IW was to have a Goldsworth Park Beauty Queen Competition, and a decorated float.
- 2.7 PW - suggested that we kept a space for a small Boot Sale (50 Cars), and would approach Geoff Ward to see if this would be permitted.

THE DATE FOR THE GALA IS SATURDAY 27<sup>TH</sup> JUNE 1998.

3. ANY OTHER BUSINESS.

- 3.1 NB - thanked everyone for their time and offers of help with the Gala.
- 3.2 IR - stated that we had to wait for the outcome of the mail-shot before we could proceed any further, and suggested we meet half an hour earlier (7.00 p.m) at the next Committee Meeting to be held on Thursday 12<sup>th</sup> March 1998, to discuss the results.

The meeting closed at 7.30 p.m.

Geoff Ward → Site Plans  
Fundraising → 2 weeks  
car Boot. Jenny Fowler

GOLDSWORTH PARK COMMUNITY ASSOCIATION  
MINUTES OF MEETING HELD ON 12<sup>TH</sup> MARCH 1998.  
AT GOLDWATER LODGE - GOLDSWORTH PARK.

Present: Ian Rickard, Ann Taylor, Zelig Kemp, John Perry,  
Aenne Hayman, Arthur Harmour, Nigel Budgen.

Apologies: Joyce Lister, Peter Winter, Irene Watson, Tony  
Burgoyne, Caroline Hassanein.

car Boot — Notices for Price Rise to 18

1. OPENING.

1.1 IR - opened the first part of the meeting, which had been arranged to start at the earlier time of 7.00 p.m. to discuss the Gala. NB, IR, ZK & JP were present for this part of the meeting.

1.2 IR - reported that IW had sent out letters to parties who may be interested in supporting the Gala. Some replies had been received. Beaufort School had responded, and had passed correspondence to the PTA, who will contact us direct.

The Fire Brigade could not commit themselves.

Joan Ferguson, who has in the past run the Dogs' Show has said she would like to run the event again this year, but needed at least 6 weeks notice of the event.

Gerald O'Coffey has confirmed that he would like to have a picture gallery at the show.

1.3 PW & IR had a meeting with Geoff Ward, who confirms he is happy for the event to go ahead. Depending on what Arena Event is chosen, it is probable that our car park could be used. As regards holding a small car boot sale, PW is to discuss this possibility with Graham Keyworth.

1.4 NB - asked IR if IW was happy with the replies to letters coming directly to her. IR replied that this was fine.

1.5 The group present for this first part of the meeting together looked through the magazine produced by a company called Peter Johnson Entertainment who arrange Arena Events etc., and marked some off as possibilities.

NB - will find out which of the possibilities chosen will be available for the Gala day, and report back.

1. OPENING OF MAIN MEETING.

IR - opened the meeting at 7.40 p.m.

2. MINUTES OF LAST MEETING.

The minutes of the meeting were agreed.

3. MATTERS ARISING.

All matters arising were dealt with under the appropriate agenda item.

4. MISCELLANEOUS CORRESPONDENCE.

4.1 IR - has received a letter from Tony Mitchell - prospective Conservative candidate for Goldsworth Park, offering to help in any way.

5. ENTERTAINMENT REPORT.

5.1 IR - reported that as discussed in the earlier part of the meeting, the Gala was moving along alright. We had to wait until a decision has been made, as to whether we can hold a small car boot sale at the Gala.

6. TREASURERS REPORT.

6.1 IR - presented the accounts as follows:

For the year to date (01/07/97 - 12/03/98).

Total Income	-	5,984.49
Total Expenses	-	8,548.34
Total Cash & Bank	-	20,867.75

6.2 IR - explained the deficit of £1,205.17. This was due to a payment of £3,661.00 made to Woking Borough Council to settle the lease on the Hall.

IR - also reported that the Hall bookings are good.

7. HALL MANAGEMENT.

7.1 IR - stated that the fire doors have been damaged and will need to be repaired.

The handle on the Snug Bar door had been moved down, for easier egress.

The dimmer switches still had not been adjusted. RGM have a heavy work-load, and will attend to it as soon as possible.

AH - reporting on the tables, said that most of them are rickety and need attention. He also drew attention to the carpet in the Hall which needs looking at, and securing. IR will investigate.

AH - also reporting on the seats in the Snug Bar, has found a lady who will repair them, and will report back.

7.2 AH - asked if any progress had been made in sorting out Alison Armstrong's wages. IR - replied it was in hand, but due to AA being paid a weekly and a monthly salary, it needed to be discussed in more depth - but he agreed that AA was certainly putting in more hours now, and her salary did need to be reviewed.

7.3 AHY - enquired about the notice board, which used to be on display in the window of the foyer to the Snug Bar, which gave out information of events in the Hall. IR replied that Jim Davidson used to update this notice board, but it was very time consuming, and therefore was removed. He pointed out that all events were now shown on the time table in the kitchen.

8. BAR MANAGERS REPORT.

8.1 IR - informed the Committee that Ian Eastwood was away on holiday. The business of the drinks licence was not yet concluded. A cheque had been sent off for the licence, but Chertsey Court was still requesting a representative from the GPCA to attend Court. EA is due to attend on 2nd April 1998.

9. ANY OTHER BUSINESS.

9.1 AH - reporting on the Tuesday Bingo sessions - has been serving teas etc., on these afternoons and made a small profit, which until now he has passed on to the players. He asked IR if it was in order to keep a box of these profits to be passed on as a donation to Woking Hospice, and would he be breaking any laws if he did this.

IR - replied that as AH was the person booking the Hall, he can do what he wants with the money, and will not be breaking any laws.

9.2 AT - said that she and JL will be willing to assist in any way they can to help with the Gala.

9.3 The Committee agreed to start the next month's meeting with an update of the Gala.

10. DATE OF NEXT MEETING.

The next meeting will be on Thursday 9th April at 7.30p.m. in the Snug Bar.

The meeting closed at 8.05 p.m.

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## Account Balances Report by Month

As of 31/01/98

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Acct	31/10/97 Balance	30/11/97 Balance	31/12/97 Balance	31/01/98 Balance
<b>ASSETS</b>				
Cash and Bank Accounts				
Barclays	5,199.34	6,168.83	3,459.61	4,504.14
Barclays BPA	15,477.61	15,477.61	15,477.61	15,477.61
GPCA Cash	737.01	1,026.14	593.85	858.39
<b>TOTAL Cash and Bank Accounts</b>	<b>21,413.96</b>	<b>22,672.58</b>	<b>19,531.07</b>	<b>20,840.14</b>
Other Assets				
Asset	250,009.80	250,009.80	250,009.80	250,009.80
Bar Stock	1,415.09	1,223.58	1,067.22	1,118.35
<b>TOTAL Other Assets</b>	<b>251,424.89</b>	<b>251,233.38</b>	<b>251,077.02</b>	<b>251,128.15</b>
<b>TOTAL ASSETS</b>	<b>272,838.85</b>	<b>273,905.96</b>	<b>270,608.09</b>	<b>271,968.29</b>
<b>LIABILITIES</b>				
Other Liabilities				
Client Deposits	100.00	150.00	100.00	200.00
<b>TOTAL Other Liabilities</b>	<b>100.00</b>	<b>150.00</b>	<b>100.00</b>	<b>200.00</b>
<b>TOTAL LIABILITIES</b>	<b>100.00</b>	<b>150.00</b>	<b>100.00</b>	<b>200.00</b>
<b>OVERALL TOTAL</b>	<b>272,738.85</b>	<b>273,755.96</b>	<b>270,508.09</b>	<b>271,768.29</b>

## GPCA Cash Flow Report

01/07/97 Through 31/01/98 (in Pounds)

Page 1

Category Description	01/07/97	01/08/97	01/09/97	01/10/97	01/11/97	01/12/97	01/01/98	OVERALL TOTAL
<b>INFLOWS</b>								
Bank Int-charge	-3.00	0.00	136.57	-7.50	0.00	0.00	0.00	126.07
Bar	436.05	39.50	-329.09	140.54	294.51	240.33	173.55	995.39
Hall	752.69	356.90	367.50	384.05	755.51	20.49	1,227.71	3,864.85
<b>TOTAL INFLOWS</b>	<b>1,185.74</b>	<b>396.40</b>	<b>174.98</b>	<b>517.09</b>	<b>1,050.02</b>	<b>260.82</b>	<b>1,401.26</b>	<b>4,986.31</b>
<b>OUTFLOWS</b>								
Charity	0.00	0.00	0.00	0.00	0.00	3,300.00	0.00	3,300.00
Newsletter	45.00	0.00	45.00	45.00	45.00	45.00	90.00	315.00
Social	74.42	17.45	0.00	0.00	0.00	0.00	0.00	91.87
Stationery&Post	0.00	0.00	1.60	32.75	41.41	21.70	23.64	121.10
Sundry	0.00	0.00	0.00	11.00	0.00	32.90	0.00	43.90
Uncategorised Outflows	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL OUTFLOWS</b>	<b>119.42</b>	<b>17.45</b>	<b>46.60</b>	<b>88.75</b>	<b>86.41</b>	<b>3,399.60</b>	<b>113.64</b>	<b>3,871.87</b>
<b>OVERALL TOTAL</b>	<b>1,066.32</b>	<b>378.95</b>	<b>128.38</b>	<b>428.34</b>	<b>963.61</b>	<b>-3,138.78</b>	<b>1,287.62</b>	<b>1,114.44</b>

**Cash Flow Year to date**  
01/07/97 Through 31/01/98 (in Pounds)

Page

Category Description	01/07/97- 31/01/98	
<b>INFLOWS</b>		
Bank Int-charge		126.07
Bar:		
Bookings	283.50	
Stock Deduction	-3,986.40	
Sundry	-78.87	
Takings	6,638.67	
Wages	-1,016.25	
Bar-Other	-54.05	
<b>TOTAL Bar</b>		1,786.60
Hall:		
Bookings	8,029.05	
Cleaning:		
Cleaner	-650.00	
Cleaning Mat.	-93.09	
Excess	-44.50	
Cleaning-Other	-423.00	
<b>TOTAL Cleaning</b>	-1,210.59	
Electricity	-275.41	
Locking Up	-941.00	
Maintenance	-386.67	
Manager	-450.00	
Rates	-140.00	
Sundry	-254.73	
Telephone	-86.82	
Hall-Other	-418.98	
<b>TOTAL Hall</b>		3,864.85
FROM Bar Stock		3,986.40
FROM Client Deposits		1,150.00
<b>TOTAL INFLOWS</b>		10,913.92
<b>OUTFLOWS</b>		
Charity		3,300.00
Newsletter:		
Distribution	315.00	
<b>TOTAL Newsletter</b>		315.00
Social:		
Car Boot	-5.60	
Kids Party	133.59	
NY Party	-50.58	
OAP Party	0.00	
Social-Other	97.47	
<b>TOTAL Social</b>		174.88
Stationery&Post		121.10
Sundry		43.90
Uncategorised Outflows		0.00
TO Bar Stock		4,278.75
TO Client Deposits		1,075.00
<b>TOTAL OUTFLOWS</b>		9,308.63
<b>OVERALL TOTAL</b>		1,605.29

GOLDSWORTH PARK COMMUNITY ASSOCIATION  
MINUTES OF MEETING HELD ON 9TH APRIL 1998.  
AT GOLDWATER LODGE - GOLDSWORTH PARK.

Present: Ian Rickard, Zelig Kemp, Irene Watson, John Perry, Aenne Hayman, Caroline Hassanein, Arthur Harmour, Nigel Budgen.

Apologies: Joyce Lister, Tony Burgoyne, Ann Taylor, Peter Winter.

---

1. OPENING.

1.1 IR - opened the meeting at 7.25 p.m.

1.2 IR - Welcomed Jenny Fowler to the meeting, who has agreed to help with the Gala.

5. As agreed at the last meeting. IR started the meeting with item 5 on the Agenda - Entertainment Report - as NB has a long journey home.

5.1 IW - reported on the progress she has made with regard to flyers out to ascertain who is interested in becoming part of the Gala.

IW - has sent out a total of 39 letters, mainly to Voluntary Organisations.

Progress made as follows:

Reply from Gerald O'Coffey he would like to show his paintings at Gala.

Dog Show has said yes, but they would like at least six weeks notice of agreement.

Fire Department has declined.

Woking Liberals would like to have a stand.

Two organisations involved in Greyhounds have stated they would like stands. The Greyhound Trust, and Retired Racing Greyhounds.

Pascoe - the Ice Cream Man will attend.

Woodcraft will exhibit.

Woking Hockey Club has declined due to work on their site.

Woking Rangers will stage a 6 a side football game.

Link Leisure - involved with people with learning difficulties will run a stall.

Strollers have declined.

The Guides have agreed to participate.

5.2 NB - thanked IW for all her hard work.

He has two bookings as follows:

Jan Davies - who will display quilting and ribbon - work framed for display and sale.

Sara Phillips - Child NCT.

NB - discussed with IW the booking forms to be sent out.

5.3 IW - asked NB about the charges for the stalls. NB replied it was on the database from last year.

IR - intervened at this point, stating that it was £10.00 per stall, and charities were to be half price at £5.00 per stall.

5.4 Discussion then took place as to the availability of tables for stall holders. As we are to use our tables in the Main Hall for refreshments, it was decided that 10 tables were available for stallholders, and it would be on a first come basis.

5.5 IR - Has received as yet no reponse from Graham Keyworth as to permission being granted for the small Car Boot Sale planned for the Gala.

5.6 AH - asked have we invited Woking Hospice to participate. IW will send out letter to inquire if they are interested.

5.7 NB - asked IR if a main event had been chosen.

IR - replied that PW had indeed booked a main event. PW & IR had looked at options presented from Peter Johnson Entertainments, and in view of the shortness of time, had not had many choices. After much consideration, had chosen Dizzy & Daffy Death Defying Decorators, who will present two shows during the Gala, at a cost of £600.00 plus V.A.T., and have therefore booked this act.

5.8 NB - reported that he has been in contact with Positive Attitudes, and that Simon Coleman is to make contact with Freetime Leisure to confirm activities on the lake for the Gala.

5.9 Frank Ayes who will provide a Funfair at the Gala, has asked permission to run his Funfair on two weekends, before and during the Gala. This permission has yet to be granted. NB to check with WBC.

## 2. MINUTES OF LAST MEETING.

The minutes of the meeting were agreed.

## 3. MATTERS ARISING.

All matters arising were dealt with under the appropriate agenda item.

4. MISCELLANEOUS CORRESPONDENCE.

- 4.1 IR -had received a letter from Jane (W.B.C.) regarding an invoice for £69.80 for the fire certificate,IR has not received this invoice on-going.

6. TREASURERS REPORT.

- 6.1 IR - presented the accounts as follows:

For the year to date (01/07/97 - 31/03/98).

Total Income	-	7,312.96
Total Expenses	-	4,240.92
Total Cash & Bank	-	19,225.97

(N.B. Payment made to WBC of £3,661.00).

- 6.2 IR - stated he has not printed out statements as yet, but will issue them at the next meeting.
- 6.3 IR - informed that CH is undertaking the Treasurer role on a trial basis.
- 6.4 IR - put forward a proposal to the Committee to change our Deposit Account with Barclays who recommend transfer to a Postal Account which pays a higher rate of interest. The Committee agreed to this proposal.
- 6.5 IR - also informed that the Barclay account had been moved from Walton to Woking, which was much more convenient.
- 6.6 IR - said bookings are good, and cash flow positive.

7. HALL MANAGEMENT.

- 7.1 IR - has met with RGM, and given them a list of jobs to do which include dimmer switches, time switches, and the installation of a light over the telephone in the Snug Bar.
- 7.2 AH - asked if we could have four floodlights in the Main Hall, as sometimes it was too dark in there. IR to investigate.
- 7.3 CH - has had difficulty getting into the building. It has now been ascertained that this is due to deadlocks being on.
- 7.4 IE - has offered the Committee a second-hand microwave for the sum of £20.00. The Committee agreed to purchase same.
- 7.5 IR - has had a meeting with AA regarding her salary. Since starting the position of Hall Manager, AA now works approximately 7 hours a week, and started the position for 3 hours per week. The Committee has agreed to put her monthly salary up from £75.00 to £126.00 per month, and revised her contract. Her hourly rate also goes up from £4.00 to £4.50 per hour.

8. BAR MANAGER'S REPORT.

- 8.1 IE - has requested more fridge space. IR & IE to seek second hand large fridge.
- 8.2 IE - has purchased new glasses, ashtrays and jugs for the sum of £120.00.
- 8.3 IR - stated that the bar bookings are good.

9. ANY OTHER BUSINESS.

- 9.1 IR - informed that a notice advertising the facilities of the Hall had been placed in the foyer window of the Snug Bar.
- 9.2 AH - reported that the furniture to the Snug Bar had now been repaired.

10. DATE OF NEXT MEETING.

The next meeting will be on Thursday 14th May at 7.30 p.m. in the Snug Bar.

The meeting closed at 8.15 p.m.

GOLDSWORTH PARK COMMUNITY ASSOCIATION  
MINUTES OF MEETING HELD ON 14<sup>TH</sup> MAY 1998  
AT GOLDWATER LODGE - GOLDSWORTH PARK.

Present: Ian Rickard, Ann Taylor, Zelig Kemp, John Perry,  
Aenne Hayman, Arthur Harmour, Nigel Budgen,  
Peter Winter, Irene Watson, Tony Burgoyne,  
Caroline Hassanein.

Apologies: Joyce Lister.

1. OPENING.

1.1 IR - opened the meeting at 7.35 p.m.

5. ENTERTAINMENT REPORT.

5.1 IR - explained we were opening the meeting with a report on the Gala arrangements, to allow NB to get away early, in view of his long journey home.

5.2 IW - reported she had some responses to letters she sent out in March - six of whom confirmed bookings. She has since sent out a further 50 letters to various organisations/charities etc.

5.3 NB - suggested that when IW sends out confirmation letters she also encloses car park entry vouchers for the stall holders.

IW - says she also needs to send out maps of the layout of the Gala. NB will process these as soon as possible, and asked IW for a list of confirmed events/stall holders/traders.

5.4 Jane Ferguson, who has in the past run the Dogs' Show has confirmed their attendance at the Gala.

Derek Tyson - WBC will be given a pitch near the Dog Show at no charge.

Woking Hospice will also run a stall for no charge.

Gerald O'Coffey has been given a place inside the Hall to show his pictures.

5.5 PW - reported that we have not heard from Geoff Ward with regard to permission for holding a small Car Boot Sale at the Gala. IR to investigate.

5.6 Strollers have offered some help with the refreshments that are planned to be served in the Hall.

ZK - asked IR how many people would be needed to deal with the refreshments. IR - replied a team of eight seemed sensible - perhaps working on 2 hour shifts. Some sort of time-table needed to be set up.

The Committee decided to open the Bar for the Gala.

5.7 NB - stated that as yet no response had been received from Freetime Leisure enabling the Surrey Youth Service to make any arrangements for water activities. NB to chase up.

5.8 NB - asked if anything had been done regarding publicity for the Gala.

PW - has organised with Chris Edward to provide large and small posters to advertise the Gala.

5.9 PW - has informed Cornhill Insurance of the Gala. He will get a quote for 'Wet Weather Insurance.'

5.10 The Gala will be on Saturday 27<sup>th</sup> June 1998 from 11.00 a.m. to 5.00 p.m. It was agreed that stall holders etc. start arriving from 9.00 p.m.

5.11 A special meeting to finalise arrangements for the Gala has been fixed for Thursday 18<sup>th</sup> June 1998 at 7.30 p.m. Chris Edwards - WBC., and Jenny Fowler - Liberal Democrats to be invited to this meeting.

## 2. MINUTES OF LAST MEETING.

The minutes of the meeting were agreed.

## 3. MATTERS ARISING.

All matters arising were dealt with under the appropriate agenda item.

4. MISCELLANEOUS CORRESPONDENCE.

- 4.1 IR - described a complaint received by PW regarding spaces at the Car Boot Sale. The gentleman says he can't ever get through to AH telephone number, there is always an answering machine turned on, informing him that there are no more spaces available. This should tell the gentleman what he wants to know!
- 4.2 IR - has also received correspondence from the Curate of St Andrew's Church - Sue Allen, asking for a donation towards activities during school holidays, to be held at Sythwood School for the children of Lakeview Estate, which would possibly be used towards the renting of the School for this period.

PW - remarked that Beaufort School were also running a similar project, and, as both these schools had already received donations earlier in the year, he disagreed with the proposal.

IW - stated that we had asked for proposals for donations for projects earlier in the year, and that there are no resources at this time.

IR - will speak to the Curate - Sue Allen.

- 4.3 PW - has received a letter from a lady motorist who lives in Darville Close, complaining about being asked by someone where the path was to the Hockey Club, and on saying that she didn't know, received abuse.

6. TREASURERS REPORT.

- 6.1 IR & CH - presented the accounts as follows:

For the year to date (01/07/97 - 30/04/98).

Total Income	-	5,673.29
Total Expenses	-	8,030.04
Total Cash & Bank	-	20,791.92

- 6.2 IR - reported that the Hall bookings are good.

CH - also reported the Bar bookings are good.

- 6.3 AH - informed that Woking News and Mail made an error printing his telephone number to advertise Boot Sales, and we should receive credit for this error.

6.4 IW - has paid to The Treasurer the sum of £62.00 for monies received from Stall Holders for the Gala.

6.5 IR - reported that Cornhill Insurance have sent an insurance renewal premium - increase from £700.00 to £1100.00.

PW - remarked that this must be a mistake, and he will investigate the matter. It appears not to show any discount, and also increases Public Liability to £5 Million.

7. HALL MANAGEMENT.

7.1 IR - reported that RGM Electrics have still not completed the on-going electrical problems, but will chase them up to finish this work.

7.2 IR - gave Alison Armstrong's apologies for not sending in a Hall Report, but has not been receiving the monthly minutes. ZK to rectify this matter.

7.3 IR - informed that a second refrigerator has been purchased to keep beer cold.

7.4 IR - has had words with Swingtime Leisure regarding the locking of gates. The padlock has been lost. IR will purchase another one, and charge to SL.

7.5 AH - reported that some of the work surface in the kitchen has scorch marks on it. Maybe it should be tiled. IR will investigate.

8. BAR MANAGERS REPORT.

8.1 IR - said Bar bookings are good.

*Very Busy, & Booking  
every Sat in July*

9. ANY OTHER BUSINESS.

9.1 PW - called for a special General Meeting to agree to revert to previous arrangements at the Hall, unless long term plans are sorted out with Swingtime Leisure. He remarked that there was not much communication from their side.

IW - suggested we gave them a dead-line for this proposal.

10. DATE OF NEXT MEETING.

The next meeting will be on Thursday 11th June 1998 at 7.30 p.m. in the Snug Bar.

PLEASE NOTE FOR YOUR DIARIES THE SPECIAL GALA MEETING ON:

THURSDAY 18TH JUNE 1998 AT 7.30 P.M.

The meeting closed at 8.45 p.m.

Electrician John Tenner

Carpet?

Tables boards looking set

30-40 plates

1) Insurance.

2) C. word. no seats  
of yard.

-5-

Phisors  
Picture of the one

\* \* \* \* \*

**GPCA Cash Flow Report**  
01/12/97 Through 30/04/98 (in Pounds)

Page 1

Category Description	01/12/97	01/01/98	01/02/98	01/03/98	01/04/98	OVERALL TOTAL
<b>INFLOWS</b>						
Bar	240.33	173.55	49.62	363.59	469.13	1,296.22
Hall	20.49	1,227.71	617.79	1,270.65	-9.57	3,127.07
FROM Client Deposits	0.00	400.00	200.00	450.00	200.00	1,250.00
<b>TOTAL INFLOWS</b>	<b>260.82</b>	<b>1,801.26</b>	<b>867.41</b>	<b>2,084.24</b>	<b>659.56</b>	<b>5,673.29</b>
<b>OUTFLOWS</b>						
Charity	3,300.00	0.00	50.00	0.00	0.00	3,350.00
Newsletter	45.00	90.00	0.00	90.00	0.00	225.00
Social	109.09	27.42	4.00	33.60	-779.40	-605.29
Stationery&Post	21.70	23.64	8.89	49.55	12.65	116.43
Sundry	32.90	0.00	50.00	0.00	0.00	82.90
Uncategorised Outflows	0.00	0.00	0.00	0.00	0.00	0.00
TO Asset	0.00	0.00	0.00	3,661.00	0.00	3,661.00
TO Client Deposits	50.00	300.00	300.00	200.00	350.00	1,200.00
<b>TOTAL OUTFLOWS</b>	<b>3,558.69</b>	<b>441.06</b>	<b>412.89</b>	<b>4,034.15</b>	<b>-416.75</b>	<b>8,030.04</b>
<b>OVERALL TOTAL</b>	<b>-3,297.87</b>	<b>1,360.20</b>	<b>454.52</b>	<b>-1,949.91</b>	<b>1,076.31</b>	<b>-2,356.75</b>

**Account Balances Report by Month**  
As of 30/04/98

Page 1

Acct	31/01/98 Balance	28/02/98 Balance	31/03/98 Balance	30/04/98 Balance
<b>ASSETS</b>				
Cash and Bank Accounts				
Barclays	4,504.14	4,830.57	2,975.55	3,525.56
Barclays BPA	15,477.61	15,477.61	15,477.61	15,477.61
GPCA Cash	858.39	559.57	772.81	1,788.75
<b>TOTAL Cash and Bank Accounts</b>	<b>20,840.14</b>	<b>20,867.75</b>	<b>19,225.97</b>	<b>20,791.92</b>
Other Assets				
Asset	250,009.80	250,009.80	253,670.80	253,670.80
Bar Stock	1,118.35	1,545.26	1,237.13	747.49
<b>TOTAL Other Assets</b>	<b>251,128.15</b>	<b>251,555.06</b>	<b>254,907.93</b>	<b>254,418.29</b>
<b>TOTAL ASSETS</b>	<b>271,968.29</b>	<b>272,422.81</b>	<b>274,133.90</b>	<b>275,210.21</b>
<b>LIABILITIES</b>				
Other Liabilities				
Client Deposits	200.00	100.00	350.00	200.00
<b>TOTAL Other Liabilities</b>	<b>200.00</b>	<b>100.00</b>	<b>350.00</b>	<b>200.00</b>
<b>TOTAL LIABILITIES</b>	<b>200.00</b>	<b>100.00</b>	<b>350.00</b>	<b>200.00</b>
<b>OVERALL TOTAL</b>	<b>271,768.29</b>	<b>272,322.81</b>	<b>273,783.90</b>	<b>275,010.21</b>

**Cash Flow Year to date**  
01/07/97 Through 30/04/98 (in Pounds)

Page 1

Category Description	01/07/97- 30/04/98
<b>INFLOWS</b>	
Bank Int-charge	126.07
Bar:	
Bookings	283.50
Stock Deduction	-6,701.24
Sundry	-299.11
Takings	11,171.09
Wages	-1,731.25
Bar-Other	-54.05
<b>TOTAL Bar</b>	2,668.94
Hall:	
Bookings	12,076.40
Cleaning:	
Cleaner	-650.00
Cleaning Mat.	-170.53
Excess	-227.00
Cleaning-Other	-1,037.00
<b>TOTAL Cleaning</b>	-2,084.53
Electricity	-643.93
Locking Up	-1,361.00
Maintenance	-394.17
Manager	-826.00
Rates	-140.00
Sundry	-337.32
Telephone	-126.75
Hall-Other	-418.98
<b>TOTAL Hall</b>	5,743.72
FROM Bar Stock	6,701.24
FROM Client Deposits	2,000.00
<b>TOTAL INFLOWS</b>	17,239.97
<b>OUTFLOWS</b>	
Charity	3,350.00
Newsletter:	
Distribution	405.00
<b>TOTAL Newsletter</b>	405.00
Social:	
Car Boot	-751.40
Kids Party	133.59
NY Party	-46.58
OAP Party	0.00
Social-Other	97.47
<b>TOTAL Social</b>	-566.92
Stationery&Post	192.19
Sundry	93.90
Uncategorised Outflows	0.00
TO Asset	3,661.00
TO Bar Stock	6,622.73
TO Client Deposits	1,925.00
<b>TOTAL OUTFLOWS</b>	15,682.90
<b>OVERALL TOTAL</b>	1,557.07

GOLDSWORTH PARK COMMUNITY ASSOCIATION  
MINUTES OF MEETING HELD ON 11<sup>TH</sup> JUNE 1998  
AT GOLDWATER LODGE - GOLDSWORTH PARK.

Present: Ian Rickard, Ann Taylor, Zelig Kemp, John Perry,  
Aenne Hayman, Arthur Harmour, Irene Watson,  
Caroline Hassanein, Ian Eastwood.

Apologies: Joyce Lister, Tony Burgoyne, Peter Winter.

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1. OPENING.

1.1 IR - opened the meeting at 7.35 p.m.

2. MINUTES OF LAST MEETING.

The minutes of the meeting were agreed.

3. MATTERS ARISING.

3.1 IE - remarked on the mess in our yard. Piles of bread trays and rubbish littered around. IR replied that he will be getting a new padlock for the gate as soon as possible.

IE said that this was not the problem. Jonathan Snedgrove from Swingtime Leisure has been asked to keep the yard clean and tidy - none of the rubbish was ours, and JS has not responded to the request, and that perhaps we should get Geoff Ward from Woking Borough Council to write to SL, or it could be a case for the Environmental Health Department.

4. MISCELLANEOUS CORRESPONDENCE.

4.1 IR - reported that our insurance with Cornhill which covers all aspects of the Hall has eventually been sorted out. Correspondence had gone astray, and some sent to Fiona Cameron. A figure including discount of £772.00 was reached and agreed. This has now been paid. Copies of the Policy are to be forwarded to us.

4.2 IR - informed that the lady who fell over a rope at our Car Boot Sale, is still seeking compensation. Our insurers (Cornhill) might make a small offer, in a effort to close the matter.

5. ENTERTAINMENT REPORT.

- 5.1 IW - reporting on progress she has made for the Gala, she has made a list of all stall-holders etc., and is still getting enquiries. The Car Boot Sale is to go ahead, and will be in the small car park next to the Snug Bar.

Confirmation, along with Car Park Permits and Maps will be sent out as soon as Nigel Budgen supplies them.

It was agreed that refreshment vouchers (value £2.50) are to be given to all helpers.

- 5.2 Swingtime Leisure will now do the catering in the Main Hall. Strawberries and cream and beverages will be provided for sale.

- 5.3 IR - WBC have refused permission for Frank Ayres to stay for the following weekend with his Funfair.

- 5.4 IW - reported that the posters are ready, but we do not know who has them.

6. TREASURERS REPORT.

- 6.1 CH - presented the accounts as follows:

For the year to date (01/01/98 - 01/05/98).

Total Income	-	8,064.71
Total Expenses	-	5,314.01
Total Cash & Bank	-	21,785.80

- 6.2 CH - reported that the Hall bookings are good.

- 6.3 CH - explained she has changed the format of the monthly report in an effort to make it easier to understand.

- 6.4 IW - asked if there was to be a separate account for the Gala. CH replied that yes there would be.

- 6.5 IR - thanked CH for dealing with the accounts, and commended her work.

7. HALL MANAGEMENT.

7.1 IR - informed of the new address for Alison Armstrong. She has moved to 44 Lawn Gardens, Knapp Hill, Woking, Surrey, but is retaining her old telephone number.

7.2 IR - there was a leak in bar. The tap has been repaired. The light switches for the Snug Bar have been moved, and a new light fitted by the telephone. The microwave oven now had a chain attached to it, so that it could not be removed.

7.3 IE - remarked carpets are getting worn and dirty, are we going to replace them.

AH - suggested that the tables are getting dangerous, and should be looked at as a priority.

IR - to investigate.

7.4 IW - requested permission to borrow china from the kitchen. The Committee saw no objection to this.

8. BAR MANAGERS REPORT.

8.1 IE - said Bar bookings are good, but it was unusual that there were no bookings as yet for August. He is trying out some new drinks for the bar i.e. Lagers, and will see how they sell.

8.2 IE - asked for a review of charges for the Bar. IR will discuss with AA how many bar staff are charged to the hirer. Taking into consideration, opening and closing, which can mean at least another hour of bar staff's time, we should consider the number of hours charged.

IW - remarked that apart from the number of guests at a function, age also came into the use of the bar. i.e. young people bought more drinks.

9. ANY OTHER BUSINESS.

- 9.1 IR - reported receiving from WBC, a report covering water activities on the lake. Only one application has been received from Freetime Leisure, who will operate in conjunction with Swingtime Leisure.

SL would handle all the necessary paperwork and catering requirements. Freetime Leisure would create a 'Beach Area' for launching of boats, and a safety platform to observe all activities on the lake. A long-term building would be needed. For the time being they have requested to use our yard for storage of equipment.

- 9.2 AH - reported that due to collections made at Bingo, he had collected over £160.00 and this had been forwarded to the Woking Hospice. The Committee commended him for this contribution.

- 9.3 AT - enquired about the spare ground near to where she lives. It was overgrown and a mess; who was responsible for it's maintenance? IR agreed to have a look at it, and said it was possibly another case of 'No Man's Land', and he will speak to WBC about it.

- 9.4 The Bank Mandate is to be changed. Three signatories are needed, and CH will become the third signatory. IR to organise this change.

10. DATE OF NEXT MEETING.

The next meeting will be on Thursday 9th July 1998 at 7.30 p.m. in the Snug Bar.

The meeting closed at 9.00 p.m.

# **GOLDSWORTH PARK COMMUNITY ASSOCIATION**

## **MINUTES OF THE MEETING HELD ON 9<sup>TH</sup> JULY 1998**

Present: Ian Rickard, Arthur Harmour, Caroline Hassenein, Irene Watson, Ann Taylor,  
Ian Eastwood, Tony Burgoyne

Apologies for Absence: Zelig Kemp, Peter Winter, John Perry, Aenne Hayman Joyce Lister

### **1. OPENING**

IR opened the meeting at 7.31 pm.

### **2. MINUTES OF THE LAST MEETING**

The minutes of the last meeting were agreed.

### **3. MATTERS ARISING**

Any "matters arising" were dealt with under the appropriate item.

### **4. MISCELLANEOUS CORRESPONDENCE**

#### **4.1 None**

### **5. ENTERTAINMENTS REPORT**

#### **5.1 Gala**

A general discussion of the Gala took place but a more formal post-mortem was postponed until work is started on preparations for the 1999 Gala.

Turnout at the Gala was poor and people appeared reluctant to spend money. Other events (at Beaufort School) had the same problem.

IR reported that Brian Bailey had been approached and asked if he would be prepared to co-ordinate the 1999 gala. His first reaction was positive and further discussions will take place in the next few weeks.

The date of the Gala was discussed and it was felt that it would be beneficial if the date was moved back to the middle of July. In particular this would avoid conflict with local school events. IR & PW will monitor events which are taking place in the next few weeks to try to minimise conflicts next year.

It was felt that the football was a success and should be promoted.

The provision of teas, offering only cream teas or strawberries and cream was felt to have been too inflexible.

### **6. TREASURER'S REPORT**

#### **6.1 CH circulated the accounts 30/06/98 (end of financial year). These show:-**

- a) Total income           £ 25,801
- b) Total expenditure     £ 20,173.87
- c) Profit for year       £ 5,627

This is a good result particularly as £ 3,440 has been paid in charitable donations and £3,661 paid to Woking BC for the outstanding building costs.

- 6.1 IE suggested that we had sufficient reserves to press ahead with the proposals for the lobby and additional storage. IR will prepare a letter to Swingtime Leisure indicating that we wish to do so and that the GPCA will not be inclined to renew the temporary arrangement regarding the kitchen side toilets next year. This would also be a good opportunity to formally swap an area of the bar store for the old store room.

## **7 HALL MANAGER'S REPORT**

- 7.1 The Hall Manager submitted a report saying that bookings are going well and the response to all questionnaires is positive.
- 7.2 The Hall Manager reports new bins are needed for the Hall. Committee agreed to new bins. IE reported that the Bar is short of ashtrays. 12 to be purchased. IR to discuss with AA.
- 7.3 The Hall manager reports some customers have complained that beer is being sold warm. IE explained that this can occur when demand is heavy due to the limited fridge capacity available. The second fridge has improved the situation.
- 7.4 Repairs are outstanding for the lights in the main hall (IR and RGM Electrics).

## **8. BAR MANAGER'S REPORT**

- 8.1 Income from bars in the last month has been good. A little surprisingly, there are no bar bookings in August.
- 8.2 As this is the end of the financial year IE felt it was desirable to undertake a stock check. IE and CH to arrange in the next few days.

## **9 ANY OTHER BUSINESS**

- 9.1 AH raised a problem due to the inconsiderate parking of vans in his street. IE will follow up this issue.
- 9.2 IR reported that PW and he had attended a Village Forum meeting on the previous day. Discussions had mainly covered traffic issues such as Well Lane. There was little of substance to report.

## **10 DATE OF NEXT MEETING**

The next meeting will be held on Thursday, 9<sup>th</sup> September 1998 at 7.30 pm in the Snug Bar.

There being no other business, the meeting closed at 8.30 pm.

**GOLDSWORTH PARK COMMUNITY ASSOCIATION**  
**MINUTES OF MEETING HELD ON 10TH SEPTEMBER 1998**  
**AT GOLDWATER LODGE - GOLDSWORTH PARK.**

Present: Ian Rickard, Irene Watson, Peter Winter, Zelig Kemp,  
Arthur Harmour, Caroline Hassanein, Aenne Hayman,  
Brian Bailey.

Apologies: Tony Burgoyne, Joyce Lister, Ann Taylor, John Perry.

1. OPENING.

1.1 IR opened the meeting at 7.35 p.m.

2. MINUTES OF LAST MEETING.

2.1 The minutes of the meeting were agreed.

3. MATTERS ARISING.

3.1 Any matters arising were dealt with under the appropriate agenda heading.

4. MISCELLANEOUS CORRESPONDENCE.

4.1 IR reported on communications with Woking Borough Council regarding the Service Charges for the building. He had queried the original bill which seemed excessive and this has now been reduced to a more reasonable amount.

4.2 IR has received a letter from Nigel Budgen giving details of the presentations for the Best Front Garden and Best Container competitions at Squire's Garden Centre at 1.30 p.m. on Saturday 12th September 1998. All GPCA Committee Members were invited.

NB also informed the Committee that Squires would no longer be sponsoring the Best Front Garden Competition in future. PW to speak to NB.

4.3 IR reported on an invoice received from RGM Electrics, which was reasonable. The lights by the stage had yet to be looked at - maybe we should consider having them removed.

4.4 IR has received an application for funding for a Neighbourhood Watch scheme from the residents of Denvale Walk which consists of 19 houses. It appeared that they were requesting total funding but the Committee had agreed in the past to fund up to 50%. IR to speak to the Organiser and a contribution would be considered.

4.5 IR has been informed by WBC, that the application for 3 storage containers from Freetime Leisure has been withdrawn.

## 5. ENTERTAINMENT REPORT.

- 5.1 IW informed the Committee that the date for next year's Gala had been agreed as Saturday 3rd July 1999. WBC had been approached and this date has been agreed. IW is to write to local schools and voluntary organisations informing them of this date. The date will also be confirmed with Frank Ayres.
- 5.2 BB suggested a new name for the Gala in order to relaunch the event and attract more attention. 'Party in the Park' was suggested and agreed by the Committee. BB also suggested hiring a Steel Band to play at the Gala, to give a different image and effect to the Gala. Enquiries are to be made to find a suitable band at a reasonable cost.
- 5.3 IW remarked that more new groups should be involved - local schools etc., - maybe a Fancy Dress Competition jointly organised by the Playgroups.
- 5.4 BB outlined his ideas for the Arena Event, aimed mainly for children, which would bring in Mums and Dads, Grandmothers and Grandfathers etc. BB will investigate options available and report back.
- 5.5 PW stated that publicity for next year had to be improved. Posters from the Arena Event Entertainers should be displayed around the Goldsworth Park area.
- 5.6 IW remarked that the catering arrangements should be improved for next year. It was suggested that Woking Lions or the Scouts could organise a barbeque. Alternatively, the Fox and Flowerpot might be interested. IW will approach Woking Lions in the first instance.
- 5.7 ZK, reverting back to advertising and publicity for the Gala, asked how much was done and how far out did our publicity extend. IW responded by saying it would go in local papers, and we should think about getting an advertisement in 'What's on in Woking?' BB said we should think about advertising now! Maybe flyers in the local papers, perhaps with a lucky number for a prize, or a childrens' painting competition. BB also suggested childrens' races to be advertised. He said our advertising should be aimed at two groups of people - the public and the contributors.

*Christmas Party*  
PW reported that there had been no response to the article in the Newsletter concerning the Pensioners Christmas party and the Committee agreed not to hold a party this year because of lack of interest.

- Can Boat*  
*Children Xmas Party*  
*Party £75*  
*Party £150*  
5.9 The date for the Children's Christmas Party was agreed as Saturday 5th December 1998 from 2.00 pm to 5.00 pm. AH has kindly offered to co-ordinate the Party and arrange for the refreshments. CH will investigate entertainers; ZK will buy the presents; IW will organise publicity and tickets; PW will play Father Christmas if he can "escape" from Squires.

## 6. TREASURERS REPORT.

- 6.1 CH presented the accounts for 01/07/98 - 01/08/98.

Total Income	£1,834.12
Total Expenditure	£364.40
Total Cash & Bank	£25,823.63

Insurance Claim

7. HALL MANAGERS REPORT.

- 7.1 IW reported that, last weekend, a window in the kitchen had been broken by thieves and valuables stolen from handbags etc, which had been left there. The police had been informed. The thieves had gained access to the yard through the gate which had been left open by the staff of Swingtime Leisure. The window has been repaired and a claim will be submitted to WBC's Insurers. WBC should also be informed that their tenant was partly responsible through negligence in failing to lock the gate.
- 7.2 A smell of gas has been reported from the heater near the door to the Snug Bar. Next time this happens staff have been advised to call a Gas Engineer to investigate.
- 7.3 The new ashtrays and bins, agreed in July, have not been purchased yet.
- 7.4 There was discussion about the state of the carpet. It seems advisable not to replace them before building work on new storage and lobby is completed. The carpets should be cleaned.
- 7.3 AA reports good bookings for the rest of the year and the beginning of next year. She is on holiday from 22nd to 29th October 1998.

8. BAR MANAGER'S REPORT.

- 8.1 IR has been informed of more problems with the till - he will investigate.

- 8.2 IR said the Bar has had a spring-clean.

3) *Picking up  
Wedding:*

*Bar report*  
1) *Request Booking Book.*  
2) *Alison Re-hat set*  
*Bookings - Mon Wine.*

9. ANY OTHER BUSINESS.

- 9.1 ZK asked about BB's status. IR replied that he is a co-opted member of the Committee and will co-ordinate the Party in the Park.
- 9.2 The date for the AGM was provisionally agreed as Friday 27th November 1998 at 7.30 p.m. [Due to prior Hall bookings, the AGM will be on Wednesday, 18<sup>th</sup> November 1998 at 7.30pm] ZK will prepare invitations.
- 9.3 AH reported that he is already getting requests for next years' 'Car Boot Sales'. IW will write to the management company thanking them for allowing us to use the car park last year and seeking permission for its use next year.
- 9.4 PW informed the Committee that the Highway Code lays down that all bicycles should have a bell. There was discussion as to whether pedestrians would interpret a cyclist ringing a bell as warning of their approach or a demand that they get out of the cyclists way.
- 10. The meeting closed at 8.50 p.m.
- 11. The next meeting will be held on 8th October 1998.

## HALL MANAGERS REPORT

10th September 1998

1. Kitchen window broken during party on the 5/9/98.  
This has now been repaired.
2. There have been reports of the smell of gas from the heater in the main hall by the snug bar door. This we are monitoring and may need to call out the gas board to examine.
3. Bookings for next year are looking good with lots of confirmed bookings.

Alison

4. WE WILL BE ON HOLIDAY FOR  
1 WEEK , OCTOBER 22 - 29.

**GPCA Cash Flow Report**  
01/07/98 Through 31/08/98 (in Pounds)

Category Description	01/07/98	01/08/98	OVERALL TOTAL
<b>INFLOWS</b>			
Bank Int-charge	32.91	0.00	32.91
Bar	516.86	359.47	876.33
Hall	-282.69	757.57	474.88
FROM Client Deposits	200.00	250.00	450.00
<b>TOTAL INFLOWS</b>	<b>467.08</b>	<b>1,367.04</b>	<b>1,834.12</b>
<b>OUTFLOWS</b>			
Newsletter Dist	90.00	0.00	90.00
Stationery&Post	9.29	14.11	23.40
TO Client Deposits	150.00	100.00	250.00
<b>TOTAL OUTFLOWS</b>	<b>249.29</b>	<b>114.11</b>	<b>363.40</b>
<b>OVERALL TOTAL</b>	<b>217.79</b>	<b>1,252.93</b>	<b>1,470.72</b>

**Account Balances Report by Month**  
As of 31/08/98

Acct	01/07/98 Balance	31/07/98 Balance	31/08/98 Balance
<b>ASSETS</b>			
Cash and Bank Accounts			
Barclays	7,415.24	7,401.41	8,952.16
Barclays BPA	15,885.74	15,915.12	15,915.12
GPCA Cash	1,532.72	1,633.19	956.35
<b>TOTAL Cash and Bank Accounts</b>	<b>24,833.70</b>	<b>24,949.72</b>	<b>25,823.63</b>
Other Assets			
Asset	253,670.80	253,670.80	253,670.80
Bar Stock	818.32	949.09	1,328.11
<b>TOTAL Other Assets</b>	<b>254,489.12</b>	<b>254,619.89</b>	<b>254,998.91</b>
<b>TOTAL ASSETS</b>	<b>279,322.82</b>	<b>279,569.61</b>	<b>280,822.54</b>
<b>LIABILITIES</b>			
Other Liabilities			
Client Deposits	250.00	300.00	450.00
<b>TOTAL Other Liabilities</b>	<b>250.00</b>	<b>300.00</b>	<b>450.00</b>
<b>TOTAL LIABILITIES</b>	<b>250.00</b>	<b>300.00</b>	<b>450.00</b>
<b>OVERALL TOTAL</b>	<b>279,072.82</b>	<b>279,269.61</b>	<b>280,372.54</b>

## Cash Flow Year to date

01/07/98 Through 31/08/98 (in £s)

Page

Category Description	01/07/98- 31/08/98
<b>INFLOWS</b>	
Bank Int-charge	32.91
Bar:	
Bookings	157.50
Stock Deduction	-1,493.54
Sundry	-12.86
Takings	2,489.23
Wages	-264.00
<b>TOTAL Bar</b>	<b>876.33</b>
Hall:	
Bookings	1,564.50
Cleaning	-324.00
Cleaning Excess	-17.50
Cleaning Mat.	-10.70
Electricity	-208.96
Locking Up	-242.00
Maintenance	-9.99
Manager	-126.00
Rates	-58.00
Sundry	-92.47
<b>TOTAL Hall</b>	<b>474.88</b>
FROM Bar Stock	1,493.54
FROM Client Deposits	450.00
<b>TOTAL INFLOWS</b>	<b>3,327.66</b>
<b>OUTFLOWS</b>	
Newsletter Dist	90.00
Stationery&Post	23.40
TO Bar Stock	2,003.33
TO Client Deposits	250.00
<b>TOTAL OUTFLOWS</b>	<b>2,366.73</b>
<b>OVERALL TOTAL</b>	<b>960.93</b>

**GOLDSWORTH PARK COMMUNITY ASSOCIATION**  
**MINUTES OF MEETING HELD ON 8TH OCTOBER 1998**  
**AT GOLDWATER LODGE - GOLDSWORTH PARK.**

Present: Ian Rickard, Irene Watson, Peter Winter, Zelig Kemp, Arthur Harmour, Caroline Hassanein, Aenne Hayman, Ian Eastwood, John Perry, Tony Burgoyne

Apologies: Joyce Lister.

1. OPENING.

1.1 IR opened the meeting at 7.33 p.m.

2. MINUTES OF LAST MEETING.

2.1 The minutes of the meeting were agreed.

3. MATTERS ARISING.

3.1 Any matters arising were dealt with under the appropriate agenda heading.

4. MISCELLANEOUS CORRESPONDENCE.

4.1 IR has received a final invoice from Woking Borough Council for £1282.00 reducing the bill from £1400.00.

5. ENTERTAINMENT REPORT.

5.1 IW informed Committee that she had written to all the local schools, Scouts and Guides, and Frank Ayres with details of the 'Party in the Park', and has received acknowledgement from Woking High School.

5.2 BB will approach Peter Johnson Entertainments regarding our Main Arena Event.

5.3 IE suggested we approach David Vince at WBC for suggestions for this Event.

5.4 IW reported that she has given details and an application form for the Childrens' Christmas Party in this month's edition of the Goldsworth Park News, which should give residents plenty of time to respond.

5.5 IR - stated that a letter had been sent to the Managers of Goldsworth Park Shopping Area thanking them for allowing our Car Boot Sales during 1998, and seeking permission for 1999 Car Boot Sales.

5.6 PW remarked that liaison with the Police has not been very successful with regard to the Car Boot Sales. The Committee had informed the Police of the Car Boot Sales, but a complaint had been made by a police officer that they had not been informed.

- 5.7 AHY has booked Mr Gerry Luff for a 45 minute Magic Show with Scruff the Dog for the sum of £75.00, which was agreed by the Committee.
- 5.8 PW informed that he would not be able to attend the party until 5.00 p.m., in the Father Christmas capacity - this was too late, so the Committee has to pursue further options, AHY will investigate and report back.

#### 6. TREASURERS REPORT.

- 6.1 CH presented the accounts for 01/08/98 - 01/09/98.

Total Income           £1,908.93

Total Expenditure       £377.61

Total Cash & Bank   £27,426.03

- 6.2 IW remarked we must get last years accounts audited before the A.G.M Meeting. CH will action.

#### 7. HALL MANAGERS REPORT.

- 7.1 IR - reported that the Hall and Bar was fully booked from now until Christmas, and for the first few months of the New Year.
- 7.2 IR - stated that the repair to the window has been paid for by the G.P.C.A., but has been claimed on WBC insurance.
- 7.3 IR - reported that a Gas Engineer attended the Hall, turned off all the gas appliances as felt them unsafe. WBC Property Services have investigated and found leaks in the underground pipework. IR to discuss options with WBC.
- 7.4 IR - reporting on the new lobby proposals, which would mean moving some of the heaters. He will have plans of the proposals by the next meeting which can then be discussed with WBC.
- 7.5 PW inquired about the new lease. IR replied that the lease has been re-written and we should get a copy soon.
- 7.6 IR - has received an invoice from R.G.M. Electrics for work done, which we will pay, but there are still some unresolved problems.
- 7.7 New lock and handle has been fitted to Snug Bar. This is unacceptable as the handle allows the door to be deadlocked. It was decided to remove the lock completely although this will displease Kumon Maths. IW pointed out that Kumon is blocking fire escapes with tables in front of fire doors for advertising her classes, and we cannot be responsible for Health and Safety if she is to block means of escape with her advertising.
- IE - pointed out that there are actually four exits from the building, so there is no shortage of escape routes. He suggested that maybe an alarm system could be installed to inform when door exits were activated.
- 7.8 Alison was not taking bookings for New Years Eve. Anne Thain may organise a party for New Year's Eve - PW to report back - with regard to Hall Booking.

7.9 AH reported tap in kitchen was not working, and reiterated the need to replace the tables.

7.10 IE - stated that there was no hot water in kitchen, apparently it has been turned off by Swingtime Leisure, who have turned off the switch, not knowing it has turned off our amenities. IR - will talk to them about this.

IE - stated that the switch should be in our kitchen, so that we should have control.

7.11 IE - stated that the condition of the carpets, needs to be seriously considered. The Committee discussed the issue, and agreed a decision has to be made soon for replacing them.

7.12 PW - proposed that at the A.G.M. in November, we discuss reverting back to how the Hall was run before SL joined us. Not sharing W.C.'s etc. IR - agreed and is also going to chase up plans for the building extension.

#### 8. BAR MANAGER'S REPORT.

8.1 IE - reported that it had been a very poor summer for the bar. One of the reasons being the Hall had been booked for children's parties etc., which did not require the bar. This was fair enough as the Hall was booked on a first come first served basis.

8.2 IE - also reported a very disappointing function last weekend, when a family gathering had brought all their own wine and lemonade. The Booking Form needs to be looked at, to ensure it is made clear that own drink cannot be brought in, except with prior agreement.

8.3 IE - stated he needs to buy some more glasses - this was agreed. IR - reported that Alison will be purchasing the new bins shortly.

8.4 IE - asked if Alison could arrange for Sue to wash the bar floor occasionally. This to be arranged.

#### 9. ANY OTHER BUSINESS.

9.1 IR - pointed out the change of date for the A.G.M. The meeting is to be held on Wednesday 18<sup>th</sup> November 1998 at 7.30 p.m.

9.2 PW - remarked that the 'green area' around Waitrose has not been maintained. Maintenance employed for this purpose were not doing their job. PW to investigate further.

10. The meeting closed at 9.00 p.m.

11. The next meeting will be held on Thursday November 12th 1998.

# **GOLDSWORTH PARK COMMUNITY ASSOCIATION**

## **MINUTES OF THE ANNUAL GENERAL MEETING HELD ON WEDNESDAY 18<sup>th</sup> NOVEMBER 1998**

### **Present:**

#### **- Committee**

Ian Rickard  
Caroline Hassanein  
Tony Burgoyne  
Aenne Hayman  
John Perry  
Ann Taylor  
Irene Watson  
Brian Bailey  
Peter Winter  
Arthur Harmour

Chairman  
Acting Treasurer  
Committee Member  
Committee Member  
Committee Member  
Committee Member  
Committee Member  
Co-opted Committee Member  
President  
Vice President

#### **- Guests:**

Brian Cross  
Ian Eastwood  
Graham Keyworth  
Geoff Ward  
Chris Chapman  
Sue Allen  
Robert Cook  
Sergeant Steve Fanning  
Chris Edwards

Woking Borough Councillor  
Woking Borough Councillor  
Woking Borough Council  
Woking Borough Council  
Strollers  
St Andrews Church  
Solicitor  
Surrey Police (Knaphill)  
Newsletter Publisher

#### **- Residents**

K Anders  
R Anders  
Mary Burgoyne  
E T Chapple  
Peggy Collins  
G E Crook  
Jim Davidson  
Maureen Davidson  
L C Every  
R P Ford  
John Green  
Alan Langford  
J Lewis  
June Tompkins  
Jean Winter

### **Apologies for absence:**

Colin Archer  
David Blake  
Richard Cook  
Damian Grimshaw  
Margaret Hill  
Zelie Kemp

Police Comm. Partnership Group  
Lakers Youth Centre Manager  
Vicar, St Andrew's  
Auditor  
Surrey County Councillor  
GPCA Secretary

1. OPENING

The Chairman opened the meeting at 7.45pm.

2. MINUTES OF THE 1997 ANNUAL GENERAL MEETING

The minutes of the AGM held on 21<sup>st</sup> November 1997 were agreed.

3. MATTERS ARISING

There were no matters arising other than those which would be dealt with under the current agenda items.

4. CHAIRMAN REPORT

4.1 The Chairman welcomed residents and guests to the Annual General Meeting.

4.2 No progress has been made since last year on finalising the lease of the Hall with Woking Borough Council (WBC). After repeated reminders, a revised copy of the lease incorporating all the points raised at the meeting in October 1996 was received four weeks ago. No further action will be taken in respect of the lease until revisions needed due to the proposed building works are incorporated.

4.3 The arrangement under which the GPCA made the toilets adjacent to the kitchen available to Swingtime Leisure in exchange for the toilets attached to the Swingtime Café has continued during the past year. Whilst these arrangements have been generally acceptable, there have been problems when the GPCA Hall is fully occupied, particularly on Saturday afternoon wedding receptions. Swingtime Leisure has been informed that the GPCA does not intend to continue this arrangement after December 1998. This should be seen in the context of the proposals for the construction of a new lobby and store room.

4.4 The new car park to the north of the Lodge is working satisfactorily and the planting has matured well. The main criticism by users is the lack of sign posts directing drivers to the new parking area.

4.5 Considerable progress has been made on proposals for improvements to the Hall. The proposals include a new storage area for the GPCA's furniture and equipment, bar delivery and storage areas, and a restructured entrance to the main Hall which would improve the insulation of the Hall and be more convenient for users of the new car park. A copy of the report setting out the requirements and an outline design is available and the Chairman would be pleased to answer any questions on the proposals. The Chairman asked if anyone had information on the original construction of the Hall, as the actual structure is not in total accordance with the plans.

4.6 The Hall Manager, Alison Armstrong, has continued to perform very well both in terms of the general management of the hall and achieving new bookings. Almost all of the available time during the week is now used. Wedding and party books are at acceptable level but a little down on previous years.

4.7 During the year, there have been a number of repairs carried out in the Hall, including lights, locks and toilets. The problem of the blocked drains seems to have been solved. However, a new major problem of leaks in the gas pipes to the heaters was discovered in September 1998. The GPCA had been under the impression that the gas supply had been checked last year when similar faults were discovered in Swingtime's part of the building. Heating in the Hall is now provided temporarily by electric heaters and proposals for a permanent solution are awaited from WBC. A gas supply has been laid on for the kitchen cooker.

- 4.8 A microwave oven has been installed in the kitchen for the use of hirers and an electric oven/grill and additional fridge for cooling bottled beer will be installed shortly.
- 4.9 The complete Newsletter operation continues to be carried out by Merlin Print and the Newsletter is generally 12 pages long. The print run is up to 5,000 although not all are delivered. More volunteer deliverers are still required, particularly in the Lakeview estate area.
- 4.10 All four car boot sales in 1998 were successful. The charge for a pitch was increased from £7 to £8 and the revenue from each sale is now in the order of £1,000. The GPCA's insurers have made an offer to settle a minor injury claim lodged in 1997.
- 4.11 The discussions over "No Man's Land" have continued but at a low level. The residents of Willowmead Close whose property backs on to the lake still intended to submit a planning application. The GPCA will continue to pursue these issues.
- 4.12 Three new Neighbourhood Watch schemes have been set up during the year, two of which were grant aided by the GPCA and the third was large and, due to a good local response, was self funding. At least one further scheme is in the pipeline. The local police are continuing to promote Neighbourhood Watch and the GPCA will continue to consider applications for funds depending on circumstances.
- 4.13 The management of the lake and the surrounding area is still of concern. WBC had awarded the contract for management of the Lake to a consortium consisting of Swingtime Leisure and Freetime Leisure. Following a meeting in March 1998 to discuss detailed proposals for summer activities, Freetime Leisure withdrew from the arrangement and, it is understood, from the long term contract as well. There is now essentially no management of the lake by bailiffs and a consequential rise in vandalism.
- 4.14 The Chairman ended his report by thanking everyone who had helped with the work of the GPCA during the year and mentioned particularly:-
  - Peter Winter, President, for his unstinting support particularly over the lease.
  - Arthur Harmour, Vice President, for organising the Senior Citizens Bingo and shopping trips to France.
  - Ian Eastwood, Bar Manager.
  - Alison and Michael Armstrong, Hall Manager and caretaker.
  - Chris Edwards, Newsletter publisher
  - Jean Winter, Newsletter Editor.
  - All the Newsletter deliverers who go out in all weathers to keep residents in touch.
  - Sue Bruce, who keeps the Hall so clean and tidy.
  - Members of the Committee for their efforts.

## 5. TREASURERS REPORT

During the 12 months period from 1<sup>st</sup> July 1997 to 30<sup>th</sup> June 1998, the GPCA made a profit of £5,627, almost exactly the same as the previous year. The manner in which the financial information is presented has been revised to make it easier to understand, as can be seen from the cash flow report printed on the back of the agenda.

Car boot sales continue to be popular and profitable, contributing £2,735 to the overall profit (NB the August 1997 sale, which was rained off, falls in these accounts). In addition, the gross profit from hall and bar trading increased from £6,727 in 1997 to £11,378 in 1998. A one off payment of £3,661 was made to WBC to cover cost outstanding since the construction of the Hall in 1989.

In addition, the GPCA made discretionary payments amounting to £ 3,440 during 1997/98, and subsidised events, etc., as follows:

Donations	£
• Woking Hospice	600
• Strollers	100
• Sythwood Primary School	500
• Goldsworth Primary School	500
• Beaufort Primary School	500
• Scouts & Guides	1,100

Subsidies:	£
Neighbourhood Watch Schemes	50
Gala	399
Children's Christmas Party	133

New Year's Eve Family Party had, for the first time, made profit of £23.

The accounts have been audited and approved. The GPCA continues to maintain a sound financial base.

## 6. ENTERTAINMENTS REPORT

- 6.1 The Chairman reported that the 1997 Senior Citizens Christmas Lunch had been cancelled due to poor ticket sales. The Children's Christmas Party had been held as usual and had been a success. A New Year's Eve Party had been organised by a resident Ann Thain, supported by the GPCA.
- 6.2 The Goldsworth Park Gala, in July 1998, had not been as successful as had been hoped. Three factors were each partly responsible: there had been no Gala in 1997 because of the construction works on the car park; there were no water activities because Freetime Leisure had no Safety Certificate; and Surrey Youth Service had confused the date and had been unable to contribute. The cost of the Gala was kept to £399, rather than the much higher figure of previous years.
- 6.3 The GPCA is committed to a much improved Gala in 1999 and has recruited Brian Bailey to mastermind the proceedings. Brian Bailey told the meeting how he had been contacted by Peter Winter and had been persuaded to co-ordinate the event. It had been agreed to re-launch the event as "The Party in the Park". Arrangements are well in hand: local schools, voluntary groups, etc, have been notified of the date to prevent duplication (thanks to Beaufort School for agreeing to change the provisional date of their fete); a main arena event has been booked for two shows, the funfair and a bouncy castle and slide have been booked. Other attractions will include a football tournament, a dog show (to be confirmed) and possibly a craft sale. The GPCA would welcome the involvement of other groups (preferably not tombola stands) and will be seeking sponsorship from local companies.

## 7. ELECTION OF OFFICERS AND COMMITTEE

- 7.1 Nominations had been received for the following:-

Ian Rickard	- Chairman
Peter Winter	- Vice Chairman
Caroline Hassanein	- Treasurer
Ann Taylor	- Secretary
Tony Burgoyne	- Committee Member
Aenne Hayman	- Committee Member

Zelie Kemp - Committee Member  
Joyce Lister - Committee Member  
John Perry - Committee Member  
Irene Watson - Committee Member

All were elected unanimously.

- 7.2 The Chairman reminded the meeting that Committee Meetings were held on the 2nd Thursday of each month at 7.30 pm in the Snug Bar; residents are welcome to attend.
- 7.3 Robert Cook was appointed as Solicitor and Damian Grimshaw as Auditor for the ensuing year.

## 8. ANY OTHER BUSINESS

- 8.1 The Chairman asked Geoff Ward (WBC Outdoor Amenities Officer) to comment on the management of the lake. Geoff Ward explained that Freetime Leisure had been appointed to manage the fishing on the lake some two years ago and the arrangement was still in place. He understood that the arrangements were not satisfactory to existing Bailiffs and the fishing community. Freetime Leisure had proposed to provide water activities and had applied for planning permission to erect storage containers on the promontory. As the planning application had been deferred, they felt unable to provide such activities but had taken children to another activity centre in Bisley. WBC had advertised nationally for an organisation to take over the management of the lake and its activities on a 30 year contract. The only response had been from a consortium of Freetime Leisure and Swingtime Leisure. The proposals were pursued for a while but nothing concrete has come of it.

John Green (resident) commented that the water level is much lower than in past years and questioned whether there was sufficient depth of water for activities. He also commented that the trees around the lake were getting overgrown. Geoff Ward replied that the water level was a matter for Thames Water, from whom WBC had a 99 year lease, however, he had been advised that the lake was an ideal site for basic tuition in windsurfing, dinghy sailing, etc. The trees were the responsibility of WBC and it was suggested that he submit an article to the Newsletter to explain the policy.

John Green asked about who issued fishing licences for the lake. Roy Anders (resident and Water Bailiff) said that it did not appear that anyone had been managing the lake for the last six months. He had been employed by Freetime Leisure as a Bailiff but had not heard from them for five months. He queried what Freetime Leisure was doing with the money it collected from licences as nothing had been invested in the lake. Geoff Ward replied that Freetime Leisure should employ Bailiffs to check licences and he would investigate the comments.

- 8.2 Peter Winter (Vice Chairman, GPCA) asked about cycling on the footpaths and also commented on the need for secure nesting sites for the wildlife on the lake. Geoff Ward said WBC was keen to see the lake preserved for wildlife, as set out the "master plan" for the area. The next phase would be considered in the New Year but that, since resources were scarce, it might be necessary to involve outside agencies and volunteers. Peter Winter pointed out that action to provide secure nesting sites would have to be taken in the next three or four months, to be in time for the 1999 breeding season. John Green commented that the "master plan" was published some two years ago and there was little to show for it. Geoff Ward replied that the public consultation exercise showed that the basketball court, and footpath and signing improvement had been the

highest priority and these had been carried out. WBC could move onto the next priorities including wildlife.

Chris Edwards (resident and Newsletter Publisher) pointed out that WBC had agreed an initial funding of £60 - £65K for improvements for young people and tranches of £20K per year for five years for further improvements to the lake and its surroundings. Geoff Ward explained that the £20K allocated for this financial year had been "pushed back" into the next financial year. It was pointed out that it would be too late for the wildlife and Peter Winter suggested that WBC and GPCA tried to find some solution before the next breeding season.

- 8.3 Sergeant Steve Fanning (Surrey Police, Knaphill Police Station) introduced himself as the sergeant responsible for Goldsworth Park and invited questions from the meeting. Alan Langford (resident) asked about the traffic lights at the crossroads in the centre of Knaphill where the priority filter was a source of confusion. Sgt. Fanning said traffic lights were the joint responsibility of the Police and WBC and that he would take the matter up with the appropriate authorities.

Mr Chapple (resident) asked if the "No Cycling" signs around the shopping centre were the responsibility of the Police as many people ignored the signs. Sgt. Fanning replied that the shopping centre was private property and it was up to the landlords to enforce any restrictions. Peggy Collins (resident) pointed out that the signs had worn away and had not been renewed by the landlords. Sgt. Fanning said he would take these matters up with the Centre Managers. Cycling on the footpaths was a Police matter and they were trying to educate young people about responsible cycling. Gladys Crook (resident) asked if it was mandatory to have a bell on a bicycle and Sgt Fanning said "No". Mrs Crook said that cycling in Langmans Lane was a hazard and Sgt. Fanning said he would look into it.

Sgt. Fanning informed the meeting that Inspector Tim Harding had transferred to Camberley and was being replaced by Paul Smith, late of the Traffic Division, who knew the area well. He would remain in this role for at least three years.

- 8.4 Ian Rickard (Chairman, GPCA) reminded the meeting that the next Police Community Partnership Group (PCPG) meeting would be held in the Brookwood Memorial Hall on 1<sup>st</sup> December 1998.
- 8.5 Ian Eastwood (Councillor and resident) thanked the Police for their prompt and effective action when Gypsies moved onto the land by the lake. Sgt. Fanning showed his appreciation for the comment and said that thanks were also due to WBC for securing eviction orders promptly.
- 8.6 Peter Winter (Vice-Chairman, GPCA) asked Geoff Ward (WBC, Outdoor Amenities Officer) about what was happening to the pile of top soil left over from the construction of the Hockey Club car park. Geoff Ward said that it would be used to level the land around the skateboard ramp, etc., and for tree planting. The delay had been caused by staff shortages in his office for letting the contract and financial resources to pay for it but that it was hoped to have the job completed by the spring.

There being no further business, the Chairman closed the meeting at 8.55 pm.

## Cash Flow Year to date

01/07/97 Through 30/06/98 (in £s)

Page 1

Category Description	01/07/97- 30/06/98
<b>INFLOWS</b>	
Bank Int-charge	594.87
Bar:	
Bookings	1,422.00
Stock Deduction	-8,993.15
Sundry	-315.39
Takings	14,897.42
Wages	-2,276.50
Bar-Other	-54.05
<b>TOTAL Bar</b>	<b>4,680.33</b>
Hall:	
Bookings	14,305.70
Cleaner	-650.00
Cleaning	-1,489.00
Cleaning Excess	5.00
Cleaning Mat.	-215.29
Electricity	-643.93
Locking Up	-1,610.00
Maintenance	-542.45
Manager	-1,232.00
Rates	-281.30
Sundry	-349.76
Telephone	-179.43
Hall-Other	-418.98
<b>TOTAL Hall</b>	<b>6,698.56</b>
Social:	
Car Boot	2,735.80
Gala	-399.51
Kids Party	-133.59
NY Party	23.58
OAP Party	0.00
Social-Other	-97.47
<b>TOTAL Social</b>	<b>2,128.81</b>
Uncategorised Inflows (Balance correction)	100.00
FROM Bar Stock	8,993.15
FROM Client Deposits	2,600.00
<b>TOTAL INFLOWS</b>	<b>25,795.72</b>
<b>OUTFLOWS</b>	
Charity	3,440.00
Insurance	772.48
Newsletter Dist	495.00
Stationery&Post	245.02
Sundry	93.90
TO Asset	3,661.00
TO Bar Stock	8,985.47
TO Client Deposits	2,475.00
<b>TOTAL OUTFLOWS</b>	<b>20,167.87</b>
<b>OVERALL TOTAL</b>	<b>5,627.85</b>

**Balance Sheet**  
As of 30/06/98 (in Pounds)

Page 1

Acct	30/06/98 Balance
<b>ASSETS</b>	
Cash and Bank Accounts	
Barclays	7,444.24
Barclays BPA	15,885.74
GPCA Cash	1,532.72
<b>TOTAL Cash and Bank Accounts</b>	<b>24,862.70</b>
Other Assets	
Asset	253,670.80
Bar Stock	818.32
<b>TOTAL Other Assets</b>	<b>254,489.12</b>
<b>TOTAL ASSETS</b>	<b>279,351.82</b>
<b>LIABILITIES &amp; EQUITY</b>	
LIABILITIES	
Other Liabilities	
Client Deposits	250.00
<b>TOTAL Other Liabilities</b>	<b>250.00</b>
<b>TOTAL LIABILITIES</b>	<b>250.00</b>
EQUITY	279,101.82
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>279,351.82</b>

9 811 AGM.


36 Northwood Avenue

Kinghill

Dorking GU21 2ET.

E.P.C.A.

In my opinion the financial statements give a true and fair view of the state of the E.P.C.A's affairs as at 30 June 1998, and have been prepared in accordance with generally accepted accounting principles.



Damian Ewins

November 1998.

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# **GOLDSWORTH PARK COMMUNITY ASSOCIATION**

*MINUTES OF MEETING HELD ON 12TH NOVEMBER 1998*

*AT GOLDWATER LODGE - GOLDSWORTH PARK.*

Present: Ian Rickard, Irene Watson, Peter Winter, Zelig Kemp, Arthur Harmour, Caroline Hassanein, Aenne Hayman, Ian Eastwood, John Perry, Ann Taylor

Apologies: Brian Bailey.

## **1. OPENING.**

1.1 IR opened the meeting at 7.35 p.m.

## **2. MINUTES OF LAST MEETING.**

2.1 The minutes of the meeting were agreed.

## **3. MATTERS ARISING.**

3.1 Any matters arising were dealt with under the appropriate agenda heading.

## **4. MISCELLANEOUS CORRESPONDENCE.**

4.1 IR - has received correspondence from Public Liability Insurers who have made an offer to the lady who fell over at a Car Boot Sale. Hope this will resolve the issue.

4.2 IR - has had confirmation that Robert Cook will be attending the A.G.M.

4.3 PW - has received correspondence from Pinecroft Housing Association, who it would appear has money to invest in the Community. A meeting has been arranged for Thursday 19<sup>th</sup> November 1998 at 7.30 p.m. at Christchurch Hall for the Woking Residents' Forum. IR will attend and investigate.

## **5. ENTERTAINMENT REPORT.**

5.1 BB - has booked an arena event for 'Party in the Park', - The Trumblairs, which will include, stilt walking, balancing plates, etc., and which will probably be performed twice during the Gala.

5.2 IW - stated that Beaufort School had planned to have an event on the same day as our 'Party In The Park', which included the hiring of a Bouncy Castle, and in view of our advanced notification of our event, will re-allocate their event. Therefore we will have the Bouncy Castle, plus a 'Cool Cats Slide', which has also been booked for our Party.

5.3 BB - is negotiating a Steel Band for the event.

5.4 BB - is considering a Craft Fair, which has not been successful in the past. Maybe some art exhibit from Gerald O'Coffey, and Mark Thomas (who displayed last year), (ZK to investigate this option), and report back, Plants and Cakes etc., which seemed to be of interest last year.

5.5 BB - suggests we could be sponsored for advertising, maybe a lucky number programme.

5.6 BB - will attend A.G.M. and the December Meeting.

5.7 AHY - has arranged for Father Christmas - Mr Raggeth will do the honours. Mathew Liff to be a Santa Helper, at the Childrens' Christmas Party.

5.8 ZK - to buy all presents - all wrapped with individual names and age group taken into consideration. She will also organise some 'Pass the Parcel' games.

5.9 AHY asked for help at the party - several members offered to help, which is to be on the 5th December 1998 from 2.00 to 5.00 p.m.

5.10 PW - has spoken to Anne Thain who has in the past organised a New Year's Eve Party, and put her in touch with a lady who will run a disco if required. The Hall is being kept open for this event.

## 6. TREASURERS REPORT.

6.1 CH presented the accounts for 01/07/98 to 31/10/98.

Total Income	£20.85
Total Expenditure	£397.44
Total Cash & Bank	£26,857.77

## 7. HALL MANAGERS REPORT.

7.1 CH - has had a verbal report from Alison Armstrong stating that the Hall and Bar was fully booked from now until Christmas, and for the first few months of the New Year. No problems at present. AA has received good response from questionnaires sent out, pleased with service and praising bar staff. AA will be asked to send in a monthly report on the Hall.

7.2 IR - informed the taps in kitchen have been fixed.

All gas has been turned off - pipework condemned. Only gas in the building was to cooker in kitchen. WBC are well aware of the situation, and have supplied convector heaters for now.

Discussion took place amongst members regarding the re-newing of the heating system, and what would be best for the building, costwise etc. On-going.

7.3 IR has managed to sort out the dimmer lights in Main Hall, and has purchased parts needed for £24.00 - this - after two years with the problem. RGM had not been able to rectify the fault. IW - suggested that we find another company for repairs in the future.

7.4 IR - stated that another refrigerator had been acquired for the kitchen.

7.5 IR - reported that all fences round the Snug Bar are now gone - due to vandalism during the weekend. They would not be replaced as all the shrubs were now established.

7.6 IR - discussed with the Committee plans for the construction of a porch and storage area, and passed round copies of correspondence sent to Georgina Coles - WBC along with the proposed outline plans for these alterations.

- 7.7 IR - in discussion with Jonathan Snellgrove - Swingtime Leisure regarding the on-going problems of shared toilet facilities. SL can no longer have access to toilets adjoining Snug Bar. JS will close the Cafe.
- 7.8 IR - reporting on the state of the yard. Drums of oil had been removed, but yard is still in a mess.
- 7.9 CH - requested some signs to be erected to show where Goldwater Lodge is. It is not clear when driving in - especially since we now have a car park at the back of the building.

PW - suggested that when the new porchway is erected - maybe have the name etched in glass. All to be considered.

- 7.10 IE - commented on plans for proposed alterations - said we must get the plans in and approved as soon as possible. WBC should help with the finances, as the building does belong to them.

- 7.11 IR - has received the new lease from WBC.

## 8. BAR MANAGER'S REPORT.

- 8.1 IE - reported bar bookings are good, but not as busy as it used to be. One of the reasons being the Hall had been booked for children's parties etc., which did not require the bar. This was fair enough as the Hall was booked on a first come first served basis.

IE - remarked he would like to revert to using the bar cellar, and to purchase two freezer cabinets for the bar.

IE - again pointed out that it should be made clearer to people hiring the Hall, that they could not bring their own drink in, except by special arrangement - maybe champagne. The bar was there to be used.

## 9. ANY OTHER BUSINESS.

- 9.1 IR - informed that Mr Anders one of the Bailiffs' for the lake, will be making a speech at the AGM regarding the running of the lake.
- 9.2 PW - suggested we make a donation to Strollers for Christmas as we are now not having an OAP party this year. The sum of £150.00 was suggested and approved.
- 9.3 PW - asked the Committee to think about some sort of celebration for the Millenium.

- 10. The Meeting Closed at 9.00 p.m.

- 11. The next Meeting will be held on Thursday 10th December 1998.

## Cash Flow Year to date

01/07/98 Through 31/10/98 (in £s)

Page 1

Category Description	01/07/98- 31/10/98
<b>INFLOWS</b>	
Bank Int-charge	280.06
Bar:	
Bookings	292.00
Cleaning	-42.00
Stock Deduction	-2,669.40
Sundry	-15.83
Takings	4,448.99
Wages	-627.00
<b>TOTAL Bar</b>	<b>1,386.76</b>
Hall:	
Bookings	4,531.50
Cleaning	-736.00
Cleaning Excess	-37.50
Cleaning Mat.	-64.61
Electricity	-311.31
Locking Up	-488.00
Maintenance	-246.99
Manager	-378.00
Rates	-87.00
Service Costs	-1,282.35
Sundry	-176.75
Telephone	-55.81
<b>TOTAL Hall</b>	<b>667.18</b>
Social:	
Car Boot	918.92
Gala	-11.37
Kids Party	40.50
<b>TOTAL Social</b>	<b>948.05</b>
FROM Bar Stock	2,669.40
FROM Client Deposits	700.00
<b>TOTAL INFLOWS</b>	<b>6,651.45</b>
<b>OUTFLOWS</b>	
Clients	50.00
Newsletter Dist	225.00
Stationery&Post	111.26
Sundry	2.19
TO Bar Stock	3,517.93
TO Client Deposits	750.00
<b>TOTAL OUTFLOWS</b>	<b>4,656.38</b>
<b>OVERALL TOTAL</b>	<b>1,995.07</b>

**GPCA Cash Flow Report**  
01/08/98 Through 31/10/98 (in Pounds)

Category Description	01/08/98	01/09/98	01/10/98	OVERALL TOTAL
<b>INFLOWS</b>				
Bank Int-charge	0.00	247.15	0.00	247.15
Bar	359.47	283.46	226.97	869.90
Hall	757.57	588.92	-396.62	949.87
Social	0.00	907.55	40.50	948.05
FROM Client Deposits	250.00	100.00	150.00	500.00
<b>TOTAL INFLOWS</b>	<b>1,367.04</b>	<b>2,127.08</b>	<b>20.85</b>	<b>3,514.97</b>
<b>OUTFLOWS</b>				
Clients	0.00	50.00	0.00	50.00
Newsletter Dist	0.00	45.00	90.00	135.00
Stationery&Post	14.11	32.61	55.25	101.97
Sundry	0.00	0.00	2.19	2.19
TO Client Deposits	100.00	250.00	250.00	600.00
<b>TOTAL OUTFLOWS</b>	<b>114.11</b>	<b>377.61</b>	<b>397.44</b>	<b>889.16</b>
<b>OVERALL TOTAL</b>	<b>1,252.93</b>	<b>1,749.47</b>	<b>-376.59</b>	<b>2,625.81</b>

**Account Balances Report by Month**  
As of 31/10/98

Acct	01/08/98 Balance	31/08/98 Balance	30/09/98 Balance	31/10/98 Balance
<b>ASSETS</b>				
Cash and Bank Accounts				
Barclays	7,401.41	8,952.16	10,673.90	9,607.54
Barclays BPA	15,915.12	15,915.12	16,113.87	16,107.34
GPCA Cash	1,633.19	956.35	856.41	1,142.89
<b>TOTAL Cash and Bank Accounts</b>	<b>24,949.72</b>	<b>25,823.63</b>	<b>27,644.18</b>	<b>26,857.77</b>
Other Assets				
Asset	253,670.80	253,670.80	253,670.80	253,670.80
Bar Stock	949.09	1,328.11	1,257.03	1,666.85
<b>TOTAL Other Assets</b>	<b>254,619.89</b>	<b>254,998.91</b>	<b>254,927.83</b>	<b>255,337.65</b>
<b>TOTAL ASSETS</b>	<b>279,569.61</b>	<b>280,822.54</b>	<b>282,572.01</b>	<b>282,195.42</b>
<b>LIABILITIES</b>				
Other Liabilities				
Client Deposits	300.00	450.00	300.00	200.00
<b>TOTAL Other Liabilities</b>	<b>300.00</b>	<b>450.00</b>	<b>300.00</b>	<b>200.00</b>
<b>TOTAL LIABILITIES</b>	<b>300.00</b>	<b>450.00</b>	<b>300.00</b>	<b>200.00</b>
<b>OVERALL TOTAL</b>	<b>279,269.61</b>	<b>280,372.54</b>	<b>282,272.01</b>	<b>281,995.42</b>

# **GOLDSWORTH PARK COMMUNITY ASSOCIATION**

## **MINUTES OF THE MEETING HELD ON 10<sup>TH</sup> DECEMBER 1998**

Present: Ian Rickard, , Caroline Hassanein, John Perry, Aenne Hayman, Tony Burgoyne

Apologies for Absence: Ann Taylor, Arthur Harmour, Irene Watson, Zelig Kemp, Peter Winter, Joyce Lister, Brian Bailey, Ian Eastwood

### **1. OPENING**

IR opened the meeting at 7.35 pm.

### **2. MINUTES OF THE LAST MEETING**

The minutes of the last meeting were agreed.

### **3. MATTERS ARISING**

Any "matters arising" were dealt with under the appropriate item.

### **4. MISCELLANEOUS CORRESPONDENCE**

4.1 None

### **5. ENTERTAINMENTS REPORT**

#### **5.1 Children's Christmas Party**

The Chairman thanked to all those who had assisted with the running of the party.

A general discussion of the Christmas Party took place. In general the party was a success with 43 children attending. The subsidy over the ticket income was £47.

AH suggested that the party could be a little shorter. CH proposed that it should start later as the "tea" was very close to lunch on the present timetable.

AH proposed that Peter Winter be asked to be Father Christmas next year as he is very good with the children.

#### **5.2 New Year Party**

The New Years Eve party is going ahead and has been advertised in the News Letter. IW will sell the tickets as last year.

#### **5.3 Party on the Park**

The deposit has been paid for the Bouncy Castle and slide.

### **6. TREASURER'S REPORT**

#### **6.1 CH circulated the accounts 30/11/98. These show:-**

- |                      |            |
|----------------------|------------|
| a) Total income      | £ 7,392.84 |
| b) Total expenditure | £ 5,785.43 |
| c) Profit for year   | £ 1,607.41 |

The cash flow for November was poor (at -£196.87) due to the payment of the bill for electrical work on the Hall.

### **7 HALL MANAGER'S REPORT**

#### **7.1 The Hall Manager submitted a report detailing the bookings for January. Friday and Saturday nights are fully booked. Some complaints have been received about the**

inadequacy of the temporary heating. Ian Eastwood is now being sent a list of Bar dates monthly. Alison would like the appearance of the rusty filing cabinet in the kitchen to be improved.

- 7.2 The Chairman reported that Clients had been locked out on two occasions. This has been investigated and no action is needed.
- 7.3 All lights in the hall had been serviced with new tubes and starters where necessary. The external lights have been checked and those in the Kitchen corridor rebuilt. The light on the east end of the hall was vandalised and has been rebuilt.
- 7.4 The electric cooker was now fully installed. The cost of the cabinet, new circuit breaker, cable etc was approx. £60.
- 7.5 The padlock on the cleaner's cupboard has been replaced with a Yale lock that is far more secure.
- 7.6 The Chairman and Dave Evans of WBC have investigated the failure of the Snug toilet air extractor system. New parts will be ordered.
- 7.7 AH has found that the blue carpet cleaner needs servicing and the urn is in need of de-scaling. IR to arrange.
- 7.8 IW has noticed that the kettle in the kitchen is leaking and can be left to boil dry. Committee agreed the purchase of a new kettle. IW to arrange.
- 7.9 The Chairman reported no progress on obtaining new bins or repairing the dimming lights for the hall.
- 7.10 Committee discussed the need for more storage. The installation of a new cabinet under the work surface in the kitchen was agreed.

## **8. BAR MANAGER'S REPORT**

- 8.1 No report was available from the bar manager.
- 8.2 A third fridge had been obtained for cooling beer for the bar. Until space can be made available in the bar store this would be located in the kitchen.

## **9 ANY OTHER BUSINESS**

- 9.1 An application for a grant for the Quintrell Close Neighbourhood watch has been received. A grant of £50 was agreed.
- 9.2 The Chairman reported that WBC has appointed Mr Anders and his son as Lake Bailiffs. Hopefully this will improve management of the lake and reduce vandalism.
- 9.3 Those present signed the Trustees Agreement for 1998-1999.
- 9.4 The minutes of the 1998 AGM was circulated.

## **10 DATE OF NEXT MEETING**

The next meeting will be held on Thursday, 14<sup>th</sup> January 1999 at 7.30 PM in the Snug Bar.

There being no other business, the meeting closed at 8.30 PM.

# GPCA Cash Flow Report

01/09/98 Through 30/11/98 (in Pounds)

Category Description	01/09/98	01/10/98	01/11/98	OVERALL TOTAL
<b>INFLOWS</b>				
Bank Int-charge	247.15	0.00	-6.00	241.15
Bar	283.46	226.97	347.10	857.53
Hall	588.92	-126.62	-523.01	-60.71
Social	907.55	40.50	-114.96	833.09
FROM Client Deposits	100.00	150.00	100.00	350.00
<b>TOTAL INFLOWS</b>	<b>2,127.08</b>	<b>290.85</b>	<b>-196.87</b>	<b>2,221.06</b>
<b>OUTFLOWS</b>				
Charity	0.00	0.00	161.00	161.00
Clients	50.00	0.00	0.00	50.00
Newsletter Dist	45.00	90.00	0.00	135.00
Stationery&Post	32.61	55.25	26.15	114.01
Sundry	0.00	2.19	50.00	52.19
TO Client Deposits	250.00	250.00	150.00	650.00
<b>TOTAL OUTFLOWS</b>	<b>377.61</b>	<b>397.44</b>	<b>387.15</b>	<b>1,162.20</b>
<b>OVERALL TOTAL</b>	<b>1,749.47</b>	<b>-106.59</b>	<b>-584.02</b>	<b>1,058.86</b>

## Account Balances Report by Month

As of 30/11/98

Acct	01/09/98 Balance	30/09/98 Balance	31/10/98 Balance	30/11/98 Balance
<b>ASSETS</b>				
Cash and Bank Accounts				
Barclays	8,867.35	10,673.90	9,877.54	9,363.16
Barclays BPA	15,915.12	16,113.87	16,107.34	16,107.34
GPCA Cash	1,645.36	856.41	1,142.89	999.61
<b>TOTAL Cash and Bank Accounts</b>	<b>26,427.83</b>	<b>27,644.18</b>	<b>27,127.77</b>	<b>26,470.11</b>
Other Assets				
Asset	253,670.80	253,670.80	253,670.80	253,670.80
Bar Stock	1,328.11	1,257.03	1,666.85	1,740.49
<b>TOTAL Other Assets</b>	<b>254,998.91</b>	<b>254,927.83</b>	<b>255,337.65</b>	<b>255,411.29</b>
<b>TOTAL ASSETS</b>	<b>281,426.74</b>	<b>282,572.01</b>	<b>282,465.42</b>	<b>281,881.40</b>
<b>LIABILITIES</b>				
Other Liabilities				
Client Deposits	450.00	300.00	200.00	150.00
<b>TOTAL Other Liabilities</b>	<b>450.00</b>	<b>300.00</b>	<b>200.00</b>	<b>150.00</b>
<b>TOTAL LIABILITIES</b>	<b>450.00</b>	<b>300.00</b>	<b>200.00</b>	<b>150.00</b>
<b>OVERALL TOTAL</b>	<b>280,976.74</b>	<b>282,272.01</b>	<b>282,265.42</b>	<b>281,731.40</b>

## Cash Flow Year to date

01/07/98 Through 30/11/98 (in £s)

Page 1

Category Description	01/07/98- 30/11/98
<b>INFLOWS</b>	
Bank Int-charge	274.06
Bar:	
Bookings	323.50
Cleaning	-52.00
Stock Deduction	-3,337.66
Sundry	-18.73
Takings	5,562.75
Wages	-744.00
<b>TOTAL Bar</b>	<b>1,733.86</b>
Hall:	
Bookings	5,806.50
Cleaning	-994.00
Cleaning Excess	-67.50
Cleaning Mat.	-81.15
Electricity	-311.31
Locking Up	-672.00
Maintenance	-972.58
Manager	-630.00
Rates	-145.00
Service Costs	-1,282.35
Sundry	-180.63
Telephone	-55.81
<b>TOTAL Hall</b>	<b>414.17</b>
Social:	
Car Boot	918.92
Gala	-11.37
Kids Party	-79.46
NY Party	5.00
<b>TOTAL Social</b>	<b>833.09</b>
FROM Bar Stock	3,337.66
FROM Client Deposits	800.00
<b>TOTAL INFLOWS</b>	<b>7,392.84</b>
<b>OUTFLOWS</b>	
Charity	161.00
Clients	50.00
Newsletter Dist	225.00
Stationery&Post	137.41
Sundry	52.19
TO Bar Stock	4,259.83
TO Client Deposits	900.00
<b>TOTAL OUTFLOWS</b>	<b>5,785.43</b>
<b>OVERALL TOTAL</b>	<b>1,607.41</b>

# **GOLDSWORTH PARK COMMUNITY ASSOCIATION**

**GOLDWATER LODGE, WISHBONE WAY, WOKING, SURREY, GU21 3RT**

Please Reply to:-

TRUSTEES AGREEMENT  
10<sup>th</sup> December 1998

37 Willowmead Close  
Woking  
Surrey  
GU21 3DN

Tel No. 01483 714096/835735

The following officers of the Goldsworth Park Community Association accept their responsibilities and duties as trustees of the charity. Each has received a copy of the constitution and the Charity Commissioners booklet CC3.

1) Committee Member - Tony Burgoyne

2) Treasurer - Caroline Hassanein

*CJ Hassanein*

3) Committee Member - Aenne Hayman

4) Committee Member - Zelig Kemp

5) Committee Member - John Perry

6) Treasurer - Ian F. Rickard

*Ian F. Rickard*

7) Secretary - Ann Taylor

8) Committee Member - Irene Watson

*Irene Watson*

9) Vice Chairman - Peter Winter

*Peter Winter*

## MANAGERS REPORT DECEMBER 1998

### 1. Bookings for January 1999

Friday 8th 21st Birthday  
Saturday 9th Birthday party  
Friday 15th Quiz night  
Saturday 16th Birthday party  
Friday 23rd 18th Birthday  
Saturday 24th Afternoon social  
Saturday 30th Surprise party  
Sunday 31st 5th Birthday

2. There have been complaints about heating .  
Going to leave heating on all night.

3. I am going to give Ian Eastwood list of bar dates  
monthly.

4. Rusty filing cabinet in kitchen needs to be  
moved as it does not really look good in the kitchen.

May I wish everyone a happy christmas

Alison Armstrong.

- 1) 2 clients locked out.
- 2) New Tules & staples
- 3) 2 Vulcanizers Rebuilt Tramp
- 4) Tube trailer arrange.
- 5) New Cooker £60
- 6) Fluorescent lights.
- 7) Extractor cleaners upboard

- Hoovers
- 1) Blue Hoover Needs attention
  - 2) New Kettle
  - 3) Refrigerator 11m
  - 4) New Cabinet agreed