



MINUTES OF THE ANNUAL GENERAL MEETING HELD ON WEDNESDAY, 21 October 2020, via Zoom

Present

Trustees and Postholders

Irene Watson - Chair
Tina Hartley – Treasurer
George Binyon – Editor Goldsworth News
Celia Young – Secretary
Cathy Butt – Social Secretary
Steve Willson – Webmaster
Christina Candey – Advertising Manager

Individual Members

Sarah Abbott
Hilary Addison
Gill Brookling
Bob Cowell
Steve Davies
Jenny Ehlers
Aenne Hayman
Sue Johnson
Robert Thomson
Grahame Walker

Corporate Members

Cllr Ann-Marie Barker
Cllr James Sanderson
Cllr Chita Rana
Cllr Saj Hussain
Geoff McManus – Woking Borough Council
Sylvia Lambart – GP Guides
Hilary Harris – 1st GP Scout Group
Patrick Coad – St Andrews Church
James Mackay – Lakeside Fellowship
Michael Griffiths – Goldsworth Care

Non Members

Gary Rimay-Muranyi, Dianthus Trading
Jonathan Cope
Margaret and Michael Hussey – Resident
Sheila Wright – Resident

1. Opening and Welcome

The Chair opened the first Annual General Meeting of the Goldsworth Park Community Association Charitable Incorporated Organisation and welcomed all those present.

She explained that everyone bar the speaker would be muted but any person who wanted to speak should indicate by “raising a hand” then they would be unmuted.

2. Apologies for absence

Jonathan Lord MP; Rupert Crosland, Chair of Governors, Beaufort School; Chris Martin, Vice Chair; Gerry Smeesters, Project Manager-NGP; Tony Tweedie, WBC; Ron Butler, Resident; Ian and Pauline Eastwood, Residents; Holger and Valerie Marsen, Residents; Pamela Marshall, Resident; Katie Sherlock. Resident and NGP.

3. Minutes of the last Annual General Meeting

As this is the first AGM of the new Charity, there are no minutes to agree but the minutes of the last AGM of the old Charity were circulated and are on the website.

4. Introduction

The Chair summarised what had happened with the old charity after the resolution to dissolve the GPCA “on 31st December 2019 or such other date as the Trustees may decide”. The Trustees signed a Deed of Transfer, to transfer all the assets of the GPCA to the GPCA CIO on 31st December 2019. However, due to the potential for problems with the bank if the old charity was closed while there could be payments into the old bank account, it was not dissolved until 30th September 2020.

As required by the Charity Commission and the Constitution, the Trustees circulated the Annual Report and the Accounts to members prior to the AGM, and the meeting will be

asked to receive these documents. As attendees have had a chance to read the reports, the Chair and Treasurer will keep their oral reports short but will welcome questions.

5. Trustees' Annual Report

The report covers the period 4th October 2019, the date GPCA CIO was registered, and 30th June 2020. The Trustees decided to keep the same year end.

A number of activities have been curtailed by Covid-19 and the lockdown earlier in the year.

Goldsworth News was published as usual in December 2019 and March 2020, but the June and September issues were on-line rather than printed. Copies were sent to all members of the GPCA CIO and the magazine is available on the web-site. We used the Facebook Group to give the link to the website. It is not clear whether the December edition will be printed or on-line but, with the way the Covid-19 numbers are moving, it may have to be on-line although there may be sufficient advertising to print. The Editor would welcome more contributions.

The **Facebook Group** continues to grow, unaffected by Covid, and has 780 members today so is a very good way of communicating with residents.

Meetings were also affected by Covid. The January general meeting in the Community Hall attracted a good turnout but the April meeting was cancelled due to the lockdown. The July meeting was held on ZOOM and was well attended.

Our **Community** activities were also curtailed.

- On **Remembrance Sunday**, the GPCA laid a Poppy Wreath at the Memorial outside the Health Centre. There are plans, not yet finalised, for a small Covid-compliant service on 8th November.
- For the fourth year, the GPCA organised the **Christmas Tree** for the shopping centre courtyard and thanks are due to the Church, the shops, pub and the Angling Club for their donations and practical help. It is not clear whether it will be possible to have a tree this year but there will be no Carol Singing.
- The **Spring Litter Pick** was cancelled due to Covid-19 but the Autumn Litter Pick went ahead to coincide with Keep Britain Tidy's Great British September Clean. Three Litter Picks are planned for next year in March, July and October. If anyone wants to do any personal litter-picking, the Chair can supply litter pick sticks and hi-viz tabards, if required.
- This year was going to be the year when the GPCA organised events but both the Easter Treasure Hunt for children and the community event in September were victims of Covid-19.

The **Natural Goldsworth Park** project continues and had a visible success with a display of wildflowers in the spring. Seeds were collected from these flowers and planted across parts of North Meadow. The other visible development is the woodland path which was started before lockdown and completed after. Now it is easy to get into the woods and see the interesting trees and fungi to be found there. Thanks are due to Thames Water for the path and the five year woodland improvement plan which involves removing a lot of the invasive cherry laurel to allow native species to thrive.

Membership. In the past, all residents of Goldsworth Park were considered to be members of the GPCA, but the Charity Commission requires a CIO to keep a Registers of Trustees and Members. The Trustees decided to have two types of membership – Individual Membership for residents and Corporate Membership for organisation which operate in Goldsworth Park and which support or are supported by the GPCA CIO. To date, there are 78 Individual members and 24 Corporate members from 16 organisations. Only Individual Members have the right to vote for Trustees, for changes to the Constitution or to close the Charity down.

Questions - None

6. Treasurer's Report

The Treasurer shared a screen showing the Accounts for the 9 months of the charity's existence and said that there had been little activity due to the Covid-19 lockdown.

Receipts: the £28,589 shown is the transfer of most of the funds from the old charity; there was a further £1,000 which was transferred after the year end and will be reported in next year's accounts. One magazine was published this year; the £680 of advertising income looks quite low but some advertisers paid into the old bank account and the money was either accounted for in the old GPCA accounts and was part of the main transfer or was in the £1,000 mentioned earlier. The money all comes into the same place at the end of the day.

Payments: there was some spending on the Easter event which, unfortunately, had to be cancelled. The magazine costs (printing and distribution) look high but, with the advertising income in the two accounts, pretty much broke even.

Reconciliation of funds shows a balance of £27,875 at the year end, and the **Statement of Assets and Liabilities** show the funds held in the bank and as petty cash.

The GPCA CIO has a good level of retained earnings, possibly too much, but the Trustees will review the situation and decide what is the best thing to do with the funds for the public benefit.

Questions

MG: Is there any Charity Commission regulation as to how much money a charity is allowed to hold in its account and is there any urgency to reduce the amount?

Treasurer: There is no regulation or specific sum of money, but a charity should not hold large amounts of money. It is up to the charity trustees to set a policy and decide on how much is appropriate for their charity. One of the things that the GPCA CIO Trustees should do is to develop a policy on reserves to ensure that the funds should be used for the benefit of the community. The GPCA CIO has little income so needs to retain some reserves as funds would be needed for, say, putting on a local event.

Chair: Charities with large income and expenditure need larger reserves. The GPCA CIO now has no regular income since the lease for the Community Hall was surrendered and Membership Fees are not requested (unlike other local residents' associations).

BC: The Charity Commission does not seem to worry overmuch about reserves and there is a facility to ring fence funds for specific activities.

Chair: The GPCA was aware of that had ringfenced some funds that were donated for the Natural Goldsworth Park Project.

SW: The Charity Commission has other things to worry about since, with Covid-19, charities are all over the place.

Chair: agreed but said that the GPCA still needed to develop a policy for reserves.

There being no further questions, the Chair asked if the meeting would receive the Annual Report and Accounts. The meeting agreed unanimously, and **the Annual Report and Accounts were received.**

7. Election of Trustees

According to the Constitution, one third of the Trustees (or the number nearest to one third) must retire each year but may stand for re-election for three terms of office. As there are currently 7 Trustees, 2 will retire each year. They should be the longest serving Trustees, but all the current Trustees were appointed on 4th October 2019. This year, George Binyon and Gerry Smeesters offered to retire. George is willing to stand for election again, but Gerry has decided not to stand again.

The Chair asked for a proposer, seconder, and a show of hands to re-elect GB as a Trustee.

Proposer: Cllr Saj Hussain

Secunder: Christina Candey

Show of hands in favour – unanimous with none against and no abstentions.

The Chair asked that anyone who was interested in getting involved with the work of the GPCA CIO, maybe with a view to becoming a Trustee in the future or maybe not, to contact her. She pointed out that the charity needed volunteers in order to continue operating, particularly with the Natural Goldsworth Park project and events.

8. Thanks

Before moving on to Any Other Business, the Chair wished to record thanks to:

- The Trustees for their work and their support,
- The regular contributors to Goldsworth News including Royer Slater, Roger Westcott, Gerry Smeesters and the Vicar, Kate Wyles,
- Christina Candey for sourcing advertising and Knaphill Print for producing Goldsworth News,
- Linda Hill and the Goldsworth News deliverers, who used to go out in all weathers to keep residents in touch and hopefully will be able to do so again,
- Steve Willson for running the website,
- Katie Sherlock for managing the Natural Goldsworth Park social media,
- Pauline Eastwood for her work with the litter picks,
- The Angling Club, particularly Roger, Daz and Chris for their help in putting the Christmas Tree up,
- Hannah Rees and now Tony Tweedie from WBC for their help on so many issues,
- Gary Rimay-Muranyi for his support,
- Ann-Marie Barker for hosting this meeting.

Cllr SH proposed a vote of thanks to the Chair, which was endorsed by HA who commended her efforts in “keeping the show on the road” in these strange times.

9. Any Other Business and Questions from the floor

Those present were asked to raise a hand if they had a question or comment so that they could be unmuted.

9.1 HA said that she thought Zoom was very good in its way but was looking forward to meeting people in real life.

9.2 The Chair reminded the meeting of the CIL money, around £7,000, which is available to the GPCA from the Community Infrastructure Levy to be spent on physical improvements for the benefit of the community. The GPCA has been consulting about what would be most appropriate and the favourite ideas are picnic tables between the playground and the wooded area and maybe on the point, and more benches on North Meadow or near the sports pitches.

CC said that the lack of tables near the lake detracted from the enjoyment of meeting friends and asked if there could be more than two tables. The Chair said that this would depend on how the money stretched but hoped for three. She added that wheelchair-friendly tables would be purchased.

BC asked who owned the pile of woodchips, adding that gardeners might like to take them to clear the way for the tables. The Chair replied that the woodchips officially belonged to the Council and were put there by Serco for the Angling Club to use on the platforms. Because of the pile of rubble from the construction of the boat ramp, the woodchips had spread out. When the rubble had been removed, she would ask the Angling Club to create an enclosure to keep the woodchips tidy before use.

MG asked for the approximate cost of the tables and benches? The Chair said that the tables cost around £750 each and the benches £350, plus the cost of fixings and installation. There would be a saving if the Council managed the process and could reclaim the VAT.

The Chair asked if the meeting was happy for the GPCA to progress this use of the CIL money and there was general assent. She explained that the process for securing funding for the picnic tables and benches involved gaining the support from our local Councillors, who would refer the project to the Deputy Chief Executive who will take it to the Local Committee for approval. The next Local Committee meeting is in November, so we do not have long to get our bid included but it might have to wait until the spring.

- 9.3 The Chair referred to another source of funding, from Surrey County Council, which is seeking ideas from residents about projects that make a lasting difference to their local community with a commitment to funding £100m worth of schemes. The final details of the fund and how to apply were no clear but the GPCA had been consulting on possible projects which might have popular support. One idea was to improve recreational facilities for older children. The playground is limited to younger children but there is little for older children. Suggestions have been a skateboard park, a big zip wire and an assault course. Other ideas are being sought but they would need to be agreed with Woking Borough Council before they are put forward. Cllr SH said that the ideas had to be life changing and relevant to the whole community.
- 9.4 SD asked about the future of Lakers. The Chair said that she had heard nothing further since the last meeting when Cllr Colin Kemp had said that the plan was to demolish the building and rebuild with community facilities on the ground floor for the use of youth organisations, with residential accommodation for care leavers above. There was discussion about the consultation of the future of youth work in the County. PC said he understood that various organisations had expressed interest in running youth activities in the youth centres including Lakers if/when rebuilt.
- 9.5 Cllr SH said that the work on the Lockfield Drive footbridge was progressing well and it should be completed on time. WB said that traffic was not following the diversion away from Lockfield Drive to avoid local roads, and was speeding in Bampton Way, and Denton Way.
- 9.6 Cllr SH asked if anyone was interested in a Community Speed Watch scheme where residents are trained and then monitor traffic with radar speed guns. He had implemented one in Knaphill and it was working well. It would need at least four volunteers and SH would act as coordinator as he does in Knaphill. The roads to be monitored would be selected and confirmed with the police. SH will send details and it can be advertised in Goldsworth News and the Facebook Group.
- 9.7 Cllr SH referred to a scheme called School Streets to improve the parking situation at schools during drop-off and pick-up times; some roads could be closed. This would not work in Goldsworth Park where the schools were on main roads. MG asked if Sythwood School could dedicate some of their field-space to parking for parents. The Chair said that this had been explored some years ago when it was found that school playing fields are protected under a Trust and the woodland, where the exit would be. Is also protected. Cllr SH added that the cost would be prohibitive. Perhaps the school could be encouraged to talk to the Salvation Army about using their car park for parents.
- 9.8 GM referred to the mention of trees in the CIL discussion and said that he had just signed an order for 200 trees to be planted across the borough.
- 9.9 GM said that the Council had been interviewing candidates for the Neighbourhood Officer post and hoped to be able to announce an appointment soon.
- 9.10 The Chair said she and the Neighbourhood Officer would put up Poppies round the lake soon.

There being no other business, the Meeting closed at 8.45pm

Goldsworth Park Community Association CIO

Receipts & Payments

4 October 2019 - 30 June 2020


	Unrestricted Funds £
RECEIPTS	
Transfer of funds from GPCA	28,589
Magazine advertising	680
TOTAL RECEIPTS	<hr/> 29,269
PAYMENTS	
Community events	122
Magazine costs	1,272
TOTAL PAYMENTS	<hr/> 1,394
NET RECEIPTS/(PAYMENTS)	<hr/> 27,875 <hr/>
RECONCILIATION OF FUNDS	
Cash funds last year end	-
Cash funds this year end	<hr/> 27,875 <hr/>

Charity no: 1185628

Goldsworth Park Community Association CIO
Statement of Assets & Liabilities
30 June 2020


	Unrestricted Funds £
CASH FUNDS	
Bank account	27,174
Cash	701
TOTAL NET ASSETS	27,875

Signed on behalf of all the trustees by:



Tina Hartley (Treasurer)

5/10/20
Date



Irene Watson (Chairman)

05-10-2020
Date

Charity no: 1185628

Goldsworth Park Community Association CIO
Notes to Accounts
30 June 2020

1 Basis of preparation

The accounts have been prepared on a receipts and payments basis.

2 Charity registration

The charity was registered on 4 October 2019.

3 Donations received

The following assets were transferred from the Goldsworth Park Community Association (charity number: 287684) which was closed on 30 September 2020:

31/12/2019	Cash in bank	£ 27,888
31/12/2019	Petty cash	£ 701
		<u>£ 28,589</u>

Further assets were transferred after 30 June 2020 but before the date of this report as follows:

03/09/2020	Cash in bank	£ 1,044
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Charity no: 1185628



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

GOLDSWORTH PARK COMMUNITY ASSOCIATION CIO

On accounts for the year
ended

PERIOD ENDED
30TH JUNE 2020

Charity no
(if any)

1185628

Set out on pages

ONE TO THREE

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the
accounts in accordance with the requirements of the Charities Act 2011
("the Act").

I report in respect of my examination of the Trust's accounts carried out
under section 145 of the 2011 Act and in carrying out my examination, I
have followed all the applicable Directions given by the Charity Commission
under section 145(5)(b) of the Act.

~~Independent~~ ~~examiner's statement~~ ~~[The charity's gross income exceeded £250,000 and I am qualified to~~
~~undertake the examination by being a qualified member of [insert name of~~
~~applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have
come to my attention in connection with the examination (other than that
disclosed below *) which gives me cause to believe that in, any material
respect:

- the accounting records were not kept in accordance with section 130
of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements
concerning the form and content of accounts set out in the Charities
(Accounts and Reports) Regulations 2008 other than any requirement
that the accounts give a 'true and fair' view which is not a matter
considered as part of an independent examination.

I have no concerns and have come across no other matters in connection
with the examination to which attention should be drawn in this report in
order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

04/10/2020

Name:

PETER CHARLES HILL

Relevant professional
qualification(s) or body

FCCA

(if any):

Address:

5 NEWSHAM ROAD, GOLDSWORTH PARK,
WOKING, SURREY. GU24 3LA

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A