**HIGHER DENHAM COMMUNITY CIO**

**Registered Charity No. 1163577**

MINUTES OF THE

Annual General Meeting

of the

Higher Denham Community CIO

**Thursday 17th March 2016 at 8.00pm**

in the Community Hall

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1. **Apologies for Absence**

Apologies were received from Dr Ron James, Mr Edward Nash-Steer and Mrs Diana Gordon.

1. **Minutes of last AGM**

These were proposed by Sonia Harris and seconded by Ed Hook as a true record of the meeting.

1. **Matters Arising**

**New garden outside the hall** - one last tree has to be planted and then the garden will be complete. Ron is trying to source the tree and this should be done shortly.

**Dog fouling** in Higher Denham continues to be an ongoing problem. Residents must report dog owners to South Bucks Environmental Department if they see them not cleaning up after their dog.

1. **Chairman’s Report**

The Chairman, David Ward, introduced himself to those present at the meeting.

He started his report by saying that the past few years had been extremely busy for the committee with a number of projects being completed, for example the new bus shelter, extensive work on the field, building the new mower shed and the new garden outside the front of the hall. 2016 had been less busy with projects and this has given the committee some welcome respite.

One of the major items for the HDCA over the past year has been the move to become a **Charitable Incorporated Organisation** (CIO). This has been implemented with all the necessary changes made with the Charity Commission, including adopting a new constitution. The Higher Denham Community Association is now known as the Higher Denham Community CIO.

**Hall hire** has gone from strength to strength. In previous years there has not been a consistent hall hire pricing structure and the current committee has worked hard to bring all of the hall hirers, both old and new, onto the same pricing level.

The **Glebe field** is now generating an income which is a real benefit as this can be reinvested in its upkeep for everyone’s enjoyment. The field is being used by a circuit class and a new Youth football team has been formed, the “Higher Denham Rangers” with younger residents taking part.

**Open Gardens** – several Open Garden events have been run throughout the year and these continue to be a huge success, raising funds for other charities and also our own community gardens.

**New Groundsman**. The CIO has a new Groundsman and he is doing a fantastic job. The field is being cut on a regular basis and it is in the best condition it has ever been. The car park and surrounding gardens are kept weed free and clear of litter.

The field is being used more and more by local residents and it is lovely to see people using and enjoying it as you drive in and out of Higher Denham.

**Monthly Draw**. The Monthly Draw continues to provide a valuable source of funds for maintaining the hall and field and we are grateful for residents’ ongoing support in taking part in the draw. Resident, Di Gordon, collected the annual subscriptions again this year, visiting every household in Higher Denham. The committee is very grateful for Di’s help and our thanks go to her.

The Chairman continued by speaking about the projects the committee has been involved with over the past year.

**New hall proposal.** A specific meeting will be held in the near future to discuss plans for the new hall and the committee hopes residents will take the opportunity to attend. The Treasurer, Ron James, has secured a grant which will be used to pay for a report on the condition of the existing hall.

**Resident Noticeboard.** A new Noticeboard has been ordered and this will be sited by the bus shelter. It will be used to display HDCC committee minutes and other items of interest to residents. Martin Baker has kindly donated the funds to purchase it.

**Grass Verges.** Bucks County Council has devolved the cutting of grass verges in the County to the Parish Councils and they, in turn, are looking for local communities to take on the responsibility. Denham Parish Council has been in discussion with the HDCC to take on this role in Higher Denham and an agreement has been reached with DPC paying the HDCC £900 per annum. The Chairman advised that residents who have large stones or pieces of wood on the grass verges outside their property to stop the grass being driven on should remove them as they will be liable if someone has an accident due to falling over them. In addition, any grass verges that are obstructed in this way will not be cut by the HDCC in case of an accident to those cutting the grass or to the machinery being used.

Resident Bill Gordon raised a point, saying that £900 per year didn’t sound a lot of money to do the grass cutting and once the HDCC take it on it will then be their responsibility going forward. The Chairman replied that all County Councils are under considerable budget constraints and communities will have to do more for themselves if they want the area they live in to be kept to a high standard as there just isn’t the funds for the Council to do everything.

**Christmas Light Switch on**. The HDCC organised its first Christmas Light Switch on event. A live Christmas tree was planted in the community garden and this will be the focal point during the festive season for years to come. Denham Parish Council kindly donated lights and these were used around the hall and in the community garden trees. We received lots of positive feedback on the display and the light switch on was well supported with the Iver Choir adding to the ambience of the evening. We are planning a similar event for Christmas 2016, this time with the Iver Choir and the Higher Denham “Divas” Choir.

**Firework night**. The Higher Denham 2015 Firework event was the best ever in terms of the number of people that attended and the amount raised towards community funds. We hope this continues for future events.

The Chairman concluded his report with a few points to mention:

**Pigs on the field** are an ongoing problem and cause a huge amount of damage. The temporary fence between the Glebe and the Farmer’s field has been repaired. The HDCC is considering installing a permanent fence in the coming year to keep the pigs off the field.

**Martin Baker new access road**. Martin Baker is applying for a new access road to take the traffic from their premises out onto the A413. Whilst this will be welcome to some residents it may have wider implications for everyone in that the lights on Old Rectory Lane might be removed. In addition, Lower Road will become in a state of disrepair quite quickly once Martin Baker no longer use or maintain it. It was suggested by a resident that we could lobby the Parish Council to commit to keep the traffic lights in Higher Denham.

It was also suggested that should Lower Road be brought up to a decent standard Bucks County Council is obliged to adopt it, however it was felt this is unlikely as they would say they do not have the revenue to do either.

The Chairman concluded his report by thanking all of the HDCC committee for their time and input over the past year for the benefit of all of the residents of Higher Denham. He extended a specific thank you to committee member Emily Griggs who was not standing for re-election again this year due to work commitments.

1. **Treasurer’s Report**

The Treasurer Dr Ron James was unable to attend the AGM but had prepared a report which was read out by committee member Jane Blyth.

*“I am sorry not to be with you this evening, because financially 2015 was a good year for Higher Denham Community CIO, or HDCA as it was. I will come back to this at the end of my report.*

*First, I will give a brief explanation of the figures in the annual accounts. Total income in 2015 was similar to that in the previous year. In round numbers, hall hire was up £800 while hire of the field was down £300. “Social Club Services” is the rebate the Social Club gives us for the supply of water which comes via our meter. The amount was considerably less in 2015 compared to the previous year because the water bill, as shown in the expenditure section, was correspondingly lower, meaning that the Social Club used less water in 2015.*

*One big difference in the 2015 accounts relates to the Parish Council Donation, which appears to be half what it was the previous year. The reason for this is because the Council forgot to give us a donation in 2013 and paid twice in 2014. We are grateful for this donation and the donations from the social club, and from Glaxo. The Glaxo donation comes from an application made by our Secretary Jacqui, thank you again Jacqui. The donation from the Garden Club from the money raised from Open Gardens was lower in 2015 because the weather was not so good and there were less visitors overall. On the other hand, the subscription to take part in the Monthly Draw was increased to £10 last year and was well received by residents who continue to support the association this way. Di Gordon did a fantastic job collecting over £1500 from you which means that, after the monthly prizes, we made over £1000 from the draw in 2015, up from £650. Finally on the income side, other income is up by £270 this being mostly a very successful Fireworks night.*

*On the expenditure side, most items are in line with the previous year except for small savings in light and heat through a better contract obtained from British Gas, and big reductions in field maintenance because it did not include the new bed at the front which bumped up the 2014 numbers. Hall maintenance was also much lower than in 2014 which included some major refurbishment. Depreciation is a non-cash item arising from writing down our assets as they wear out. The big reduction in expenditure meant we made a profit of £5500 against a loss of £1000 in 2014.*

*Capital expenditure in 2015 included completing the mower shed, and paying for half a new BBQ apparatus shared with the social club. Capital expenditure at £3521 was also about half of that spent the previous year, which means that with the profit made, the bank account is restored to a level that gives us about one year’s expenditure even if there was no income. No doubt, however there will be more capital expenditure this year if we are to maintain the hall and grounds at the high standard everyone expects.*

*At the beginning of my report, I mentioned that HDCA had become HDC CIO, a change that gives more protection to the Management Committee and enables us to apply for more grants. In fact, because of the way the Charities Commission works, HDC CIO is a completely new charity and for the moment HDCA also continues to exist. These accounts will be the last for HDCA which we will now, with your consent, close down and its assets will be transferred to HDC CIO.*

*So you will now be asked first to accept the accounts for HDCA for 2015, and then asked to vote in favour of closing down HDCA and transferring its assets to HDC CIO.*

*I hope that I have explained everything well enough so that there will be no questions but if there are, now is your chance.”*

1. **Election of Treasurer**

Dr Ron James, Moorhouse Lane, was elected as Treasurer unanimously. In his absence the Chairman asked those present to vote in favour of closing down the HDCA accounts and transferring its assets to the HDCCIO. This was agreed unanimously.

1. **Election of Secretary**

Mrs Jacqui McGowan, Middle Road, was re-elected unanimously as Secretary.

1. **Election of Committee Members**

The following stood and were elected to the HDCCIO committee by a show of hands from those present at the meeting. A vote was not required as there were more places available than nominations received.

Mrs Jane Blyth, Side Road

Ms Charlotte Clyne, Lower Road

Mrs Sonia Harris, Middle Road

Mr Edward Nash-Steer, Lower Road

Mr David Ward, Upper Road

1. **Election of Auditor**

Mrs Jill Dalton was elected as Auditor.

1. **Any Other Business**
   * **Fly tipping**. This is an issue on the back lane leading up to Chalfont St Peter. If residents see this happening it should be reported to our local PCSO, Paul Dobbin, or South Bucks District Council.
   * **Bill Evans Cup** – The committee had discussed who should be awarded the Bill Evans Cup and agreed unanimously it should be Mr Des Hall, Upper Road. This is in recognition of his help within the community eg. the mower shed and particularly relating to running the Firework Display.
   * **Monthly Draw**

1st Prize (£25) Mr Graham Blyth, Side Road (ticket no. 74)

2nd Prize (£10) Mr R Ash, Upper Road, (ticket no. 82)

Meeting closed: 9.10pm