

Newcastle Community Centre exists to encourage, promote, coordinate, participate and assist in the environmental and cultural development, and education of the people of Newcastle and its environs.

<b>Newcastle Community Centre</b>	
<b>Minutes of AGM</b>	
<b>Date:</b>	2 <sup>nd</sup> November 2022
<b>Time:</b>	20.00
<b>Venue:</b>	Newcastle Community Centre

<b>Chairperson:</b>	Jane Smith
<b>Present</b>	Niamh Becton, Craig Holmes, Michael Woodnutt, Philip Mc Galey, Hugh O Rourke, Ben Doyle & Mary Woodnutt
<b>Quorum:</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>In Attendance (Others):</b>	
<b>Apologies:</b>	Morgan LeMarie, Stephen Smith, Diana James & Miriam Johnston.

<b>Opening of Meeting.</b>
Jane Smith thanked all the participants for attending the meeting especially on such an inclement night.
<b>Minutes of last AGM</b>
The minutes of the 2020 AGM were taken as read as they were sent out with the notification of the meeting. The minutes were agreed as accurate, proposed by Philip Mc Galey and seconded by Michael Woodnutt.
<b>Treasurers Report</b>
Overall, 2021 was a challenging year for the centre and our Income and Expenditure account shows a loss of €10,736. This loss was due to the impact of Covid-19 and fall off in the use of the centre and increased urgent repairs and maintenance required in 2021.

Overall Income for 2021 was €14,077 which was down by €11,000 on the previous year at €25,174. Of this income only €3,275 was collected in rental of the centre, this compares with €5,245 in 2020 and €10,102 in 2019.

Other elements of our income were:

- Amortisation of grants from previous years €8,200; offset by an equal amount for Depreciation on the expenditure side in both 2021 and 2020.
- Fund Raising €1,074
- Clothes Bank €1,068

On the Expenditure side we had a total of €24,813. Of this it should be noted that Depreciation of €10,377 is included.

The other significant expenditures were:

- Repairs and Maintenance of €6,801; electrical work and safety features that could not be put off any longer
- Insurance €2,050
- Light and Heat €2,727

On the Financial Standing of the Centre

Despite having two difficult years of Covid-19 the centre was in reasonable financial shape at the end of 2021 with net assets of €104,570 made up of Buildings and Fixtures & Fittings but including cash at the bank of €11,337.

## **2022**

In 2022 things are returning to a bit of normal with Rents are €8,500, Fund Raising at €2,000 and other operational income of €2,000 to the end of October. Operational Expenditure is still high at €9,600 of which Light and Heat is €5,000 split evenly between Gas and Electricity, Maintenance is at €2,000, Insurance €2,000 and others at €1,600.

This year we have the upgrade of the Showers and Dressing rooms which is a terrific addition to the centre but puts pressure on resources and cash flow. There was a lot of discussion on how income for the centre could be improved. Some suggestions were:

Look to attract after school activities. Perhaps ask Julian Plant to do up an ad for what is on offer and post on Facebook at very regular intervals. It was also suggested to offer an all-in package for birthday parties – especially midweek parties where there is plenty of capacity. The Centre is lucky they have two caretakers. PMcGaley suggested it would be useful to have a schedule of events so gaps could be identified. It was noted that there is a schedule of events which will be readily available and up to date on the new website. PMcG to look and see if he can identify any opportunities for booking centre. New website will have an up-to-date list of activities.

Jane Smith thanked Hugh for the clarity of his report at this meeting and meetings during the year.

The minutes were approved. Proposed by Michael Woodnutt and seconded by Niamh Becton.

## **Chairpersons Report**

This year's committee are:  
Jane Smith - Chairperson

Mary Woodnutt – Company Secretary

Hugh O'Rourke – Treasurer

Directors/Trustees: Niamh Becton, Diana James, and Ben Doyle.

Committee Members: Craig Holmes and Morgane Lemarie.

Jane Smith thanked these dedicated people for their work for the Centre throughout the year and the support that they have given to her as Chairperson. This has been a better year than 2020 or 2021, the Covid 19 restrictions had a severe impact on the income and usage of the Centre. The North Wicklow County Market and the Playschool were able to operate in 2021, other Clubs/groups have now returned, the activator pole walking group, the craft group, ladies' badminton, ladybirds/brownies, yoga, social dancing & the coffee morning. A parent baby/toddler group has started on a Friday morning, also a monthly advice clinic on the 2nd Saturday of each month, with Cllr. Stephen Stokes. There is still a need to get more usage of the Centre in the afternoon especially by youth/sports groups. The Centre are receiving a high volume of enquires mostly for children's parties on a Saturday/Sunday This is a great source of income, and it is hoped to build on this in 2023.

#### Compliance

NCC are fully compliant with the revised Charities Governance Code published by The Charities Regulator in November 2018. This sets out the standards that need to be met to effectively manage and control the Centre. Miriam Johnston continues to support the compliance subgroup to maintain the legal, regulatory, and ethical integrity and to ensure ongoing compliance with the Charities Governance Code and an end-to-end review of internal policies and procedures.

#### Communications

I would like to thank Morgane Lemarie and Julian Plant for the work they are doing in setting up the Community Centre website, Morgane started the process and is very kindly paying this year's subscription. Julian, with his expertise, is developing it further and from what has been seen so far it is going to make a difference with the marketing of the Centre, it is also a valuable means of communication.

#### Training

Niamh Becton and Vanessa Dunne completed Children First training and Food Hygiene.

#### Grants

As part of the Community Enhancement Fund, NCC has received €4000.00 this year., €3000 was applied for to purchase a container for storage, and €1000.00 for sports equipment. Jane Smith thanked Greystones Municipal District WCC for their continued support.

#### Refurbishing Work

The project for the refurbishment of the toilet facilities commenced in June, Anderson Interiors was successful in winning the tender. JS thanked Project Design Architects for overseeing the tendering process and Anderson Interiors for their high standard of work. The project has been partly financed by the Capital

Sports Grant that we were awarded in 2020, on the commencement of the project and the funds have been drawn down this year. The completion of the project is subject to further funding which has been applied for under the Community Centre Investment Fund, which is an annual capital grant fund for the maintenance, improvement, and upkeep of community centres.

#### Fundraising

NCC had a highly successful pub quiz which was well supported and raised €1,253.00. Thanks to the excellent quiz master Brian Harris and the Castle Inn. The annual Golf Classic was held on the 27th of August, at the Glen Mill Golf course, the sun again shone on all the players, it was organised jointly with the GAA and raised €1,410 for the Centre, the presentation of the prizes was held in the Castle Inn in the evening with music and enjoyment for everyone. Many thanks to Michael Byrne, Glen Mill Golf Club, Christy and the staff of the Castle Inn, sponsors, and players. The annual Craft Fair was held in December, thankfully the stall holders were able to return to being inside the Centre and Santa was improvised so that he did not have to be out in the cold, the children came in by the rear emergency doors and his grotto was cordoned off so that they could talk to him and get their presents. Thanks to the GAA for sponsoring the selection boxes.

#### Community Scheme Employees

The Centre is being well looked after by William Power and John Daly. They share their duties of maintenance, cleaning, and care of the outside and grass cutting. John also helps at the weekends to facilitate the bookings for parties, opening and closing the Centre.

#### Newcastle Food Hub

Food Cloud is a social enterprise with a mission to transform surplus food into opportunities to make the world a kinder place. Food cloud connect businesses that have surplus food with Charities and Community Groups that need it. Newcastle Food Hub was set up in the Centre in September, there are three collections of food a week, both ambient and fresh food which is then delivered to the five families that need the support. The aim is to grow the food donations so more local families can receive support. If anybody wishes to become a volunteer, driver or distributor please contact Niamh Becton at [newcastlecommunity.centre.wv@gmail.com](mailto:newcastlecommunity.centre.wv@gmail.com).

#### Plan to 2022/2023

Following the completion of the toilet facility project, our next projects will be the upgrading of the kitchen facilities and a review of the main hall to improve the sound. Grant applications will be applied for to cover these costs as fundraising like the pub quiz and the golf classic are used to cover the expenditure of running the Centre. NCC will continue to work at maximizing the use of the Centre focusing on afternoon activities for the youth, the marketing of the Centre for parties etc. The rental costs for room hire will be reviewed to ensure that we are keep up with the ever-increasing energy costs.

The plan to increase volunteers is still high on the agenda. There are several roles where additional support is required, for example, helping or managing events, marketing, fundraising, assistance in areas of painting, diy, carpentry,

planning cultural events and outings, book club, supervising/organising juniors, planning, landscaping, community gardening and communications. People decide how much time they can commit to volunteering and in which area they might have an interest. In return, they get the opportunity to get involved and make a difference in their community, help others, make new friends, be informed on local matters and gain work experience. Anybody interested and wanted to discuss what is involved, contact Diana James at 086 8325711 for a chat.

#### Village Forum

The first meeting of Newcastle Village Forum was held Monday 25th April and there has been a monthly meeting since then. It is early days in setting something like this up, but it is great to see clubs and groups coming together as a community. J. Smith complimented Philip Mc Galey on his chairing of the Forum.

Jane Smith thanked everyone who has supported the Centre during the year and looks forward to a very enjoyable weekend in December, starting with a pub quiz on Friday 2nd in the Castle Inn, the lighting of the Christmas tree and festivities on the Saturday 3rd and the Craft Fair and Santa in the Centre on the 4<sup>th</sup>. Jane asked people to give their support these community events.

Jane was congratulated on her report.

#### Election of Officers.

According to the constitution, a third of the committee need to step down and can be available for election. This year Ben Doyle is to step down. Ben expressed his concern about his availability due to work and study commitments. However, he allowed his name to go forward. He was proposed by N. Becton and seconded

#### AOB

MW asked the meeting for a moment to remember and acknowledge Billy Smith who was volunteer of the Centre for many years. Billy was always willing to support, help and generally be there. He was very much appreciated for his loyalty and will be missed.

There was no further business to discuss, and the meeting was concluded.