



# O.C.A. Annual General Meeting

Thursday 22<sup>nd</sup> October 2020 at 7.30pm

## Minutes

**Present:** Graham Fenn (GF), Pete Sibthorpe (PSib), Rob Bevington (RB), Dave Carman (DC), Sheila Robinson (SR), Una Robertson (UR), Dave Shepherd (DS), Trevor Sutton (TS).

**Apologies:** Pete Smith (PSm), Judith Davies – PC Rep (JD).

**In Attendance:** Tracy Kimber (OCE Manager), Full List of Attendees in Appendix I.

**Review and Approval of previous AGM minutes:** Copies of the Minutes were offered to Attendees and after consideration these were approved. (Attached in Appendix II).

**Chair's Report: GF** - Welcome to the Over Community Centre AGM, As I have only recently become Chair, I have only prepared a short report on the Community Centre over the last 18months.

I would like to start with a note of thanks to Martin Dixon for his time as Trustee and Chair during an evolving time for the Community Centre.

The Community Centre was on a steady path during 2019 and this was reflected in the ongoing maintenance and improvement program. The lights on the All-Weather Surface have been replaced with energy efficient versions and the lighting in the main hall has also been updated. Thank you to the Parish Council for their financial assistance with these projects.

Conference bookings and hall hires were in a good position prior to lockdown and the Community Centre was in a good position to start to move forward with plans for improvements in several areas but once lockdown came things looked very different. While the Centre was closed there were still bills to pay but the Centre has been managed well enough over recent years to have finances to ride out a certain amount of the disruption. However, since re-opening it has obviously not been meeting pre-lockdown takings with bookings being down for hall and room hire but there is no reason why this cannot be back to 2019 levels once the pandemic has subsided.

The trustees would like to thank Tracy and her staff in making the Centre a success and we are committed to supporting them to manage as best we can through this period of uncertainty.

**Treasurer's Report: PSib** - At the end of the financial year (5<sup>th</sup> April 2020) Over Community Association – the charity – had £51,645.54 funds. Income for the charity is from donations and any license fee charged to OCE Ltd. No license fee has been charged to OCE Ltd since March 2020 to support financial cost reductions for OCE Ltd. OCA had supported the upgrading of the AWS light at £9k, main hall lights at £1k, Car Park lights £4k and the Pensioners Xmas dinner at £754.13. Thanks also to the Parish Council and Over Townslands

charity for their financial support during this year also. Specifically, thanks to Over Townslands for the financial support towards the new fence around the Under 5's area to match the new Parish Council fencing.

OCA had received a Sport England grant of £1k to help maintain the grass cutting during the early COVID times.

OCA had engaged an architect to design a new foyer area for the Centre and it was hoped to progress this during the next period.

**Resignation of Trustees:** All Trustees resigned with immediate effect and the following people applied to be nominated as appointed Trustees –

Graham Fenn

Pete Sibthorpe

Rob Bevington

Dave Carman

Dave Shepherd

Sheila Robinson

Una Robertson

Trevor Sutton

Pete Smith

Judith Davies – PC Rep

All Nominations were approved to form the OCA General Committee.

**Nomination of Officers:**

GF, as previous Chair, asked for nominations for the following officers.

Chair – RB & GF were nominated – RB was voted in.

Vice Chair – GF was nominated – GF was voted in.

Secretary – GF was nominated – GF was voted in.

Treasurer – PSib was nominated – PSib was voted in.

RB then took over the Chair. RB thanked the Committee for voting him in and their work and re-commitment to OCA. He explained that he wanted to be Chair to further improve the Community Centre and help Tracy Kimber (TK) in her capacity as Manager of OCE. He wanted to further increase the appeal of the Centre and ensure this Community Asset continued to be used and improved and enjoyed by the village, user groups and beyond.

RB then opened the floor to any questions:

1/. Olive from Over Players – Asked about the replacement of the floor inside the Portakabin and whether it was ok to proceed?

RB said there was no objection from OCA and to liaise with TK regards any work that would impact the Community Centre. If they required any temporary storage whilst undertaking the work, then we will try to assist where possible.

2/. Steve from Over Sports Colts FC – Asked if the Grass Cutting on the pitches was budgeted for moving forward?

PSib explained that the Grant from Sport England we received during lockdown for maintenance of facilities was now spent. However, the grass cutting is the responsibility of the OCE/OCA and we will be discussing this, but it will continue.

3/. Denise from the WI – Will we be increasing User Group prices moving forward after the impact of Covid lockdown on income/expenditure?

RB explained that there were no immediate plans to increase charges. Finances were something that OCA/OCE would be looking at carefully now that we have started to trade again. RB said he remembered and completely understood the impact and issues arising after the price increase in 2019. He assured all attendees that any decision to change pricing would be discussed and User Groups would be notified that these discussions were in progress and any subsequent changes would be planned and rolled out within an acceptable timeframe. OCA wants to work with User Groups to be transparent and approachable.

4/. Olive from Over Players – Passed on her compliments to the Café and reported that it was one of the best breakfasts in the area. She enquired whether the income from this came back to OCE?

RB thanked her for the feedback and confirmed that this was directly run through the OCE and was a revenue stream we are trying to promote.

Claire from Over Puddleducks – Passed on her thanks to OCA and directly to TK for the assistance shown since the last AGM. Complimenting staff on the warm welcome and helpfulness and OCA for the financial help through difficult times, exacerbated by Covid.

RB thanked her for the positive feedback and assured her that OCA will continue to work closely with them. As a Community Asset we will do whatever we can to assist themselves and other User Groups that utilise our facilities, to benefit the wider local community.

5/. PSib thanked Cllr Bill Handley for his assistance during lockdown.

RB also thanked Bill for his continued support during the process of applying for grants. He went the extra mile to ensure our Community Centre was provided for and received much needed financial assistance during the period of closure in 2020.

RB thanked all for attending and closed the meeting at 8.11pm.

#### Appendix I

Attendees –

<b>Name</b>	<b>Club/User Group (If Applicable)</b>
Rita Thornton	Badminton/Darts/Pins & Needles
Denise Searle	Over WI
Steve Smith	Over Colts & Over Sports FC
Jonathan Kimber	
Mandy Turpin	
Dave Raven	
Olive Swain	Over Players
Emma Baker	Puddleducks
Claire Wilkins	Puddleducks
Anne Griffiths	Parish Council
Bill Handley	South Cambs DC

#### Appendix II

Approved Minutes from AGM 2019

Attached