

# **Ystradowen Community & Sports Association (YCSA)**

## **Minutes of Annual General Meeting**

**Wednesday 18<sup>th</sup> November 2022 7.00pm, Ystradowen Village Hall**

**Present:** Rod Howells (Chair), David Thursfield (Treasurer), Sara Howells (acting Secretary).

**Committee Members:** Keris Howard, Corinne Roberts, Hillary Hill, Alan Jackson, Moira Howells, Jane Jones

**Attendees:** Margaret Thursfield, Rosemary Ives, Tony Cheeseman, Stella Cheeseman, Jane Hardwick, Caroline Green, Susan Zaslona, Sheena Sargeant, Kim Freeman, [2 new residents]

**Apologies:** Helen Drane, Chris Kipling, Joy Kipling, Chris Howard, Beth Howard, Felicity Quance Fiona Sylver, Spencer Squire Shields, Chris Kipling, Joy Kipling, Graham Roberts Adam Zaslona, Mike McCarthy, Carol McCarthy, Rebecca Millard.

### **1. Welcome**

The Chair welcomed everyone in attendance which included new and established residents.

### **2. Minutes**

The minutes of the last AGM held on Wednesday 10<sup>th</sup> November 2021 (via Zoom due to the Covid-19 restrictions) were approved. The minutes have been displayed on the village website (<https://ystradowenvillage.com/>) and available for all to view prior to this meeting and a link provided if anyone wanted to view. All attendees were given opportunity to question the accuracy of this document and in the absence of any disagreement were taken as read.

### **3. Matters Arising**

No matters arising

### **4. Chairman's Report:**

The Chair presented his second Chairman's report and was pleased that this time, it was being delivered in the village hall as Covid-19 restrictions had eased.

Last year, Ystradowen Village Hall reopened on the 4<sup>th</sup> May 2021 after a period of 'full lockdown' imposed in March 2020. However, the hall had to be operated on a strictly controlled basis with reduced occupancy (2 m spacing) and thorough sanitising between every use. The Chair confirmed that the operation of the hall

complied in full with Welsh Government regulations and advice as stated in the risk assessments and methods statements.

The Chair thanked all who had been involved in managing the hall during this challenging period. The main credit for managing the operation of the hall use goes to Corinne Roberts and Keris Howard, our joint booking secretaries, supported by Chris Kipling. They had developed and maintained the necessary risk assessments and method statements which ensured a safe environment for all users of the hall.

The Chair also thanked the hall's cleaner, Charlotte Burch Attard, who ensured that the hall is sanitised and cleaned after every use.

Although, it was hoped that the hall would be fully operational for Winter 2021, the arrival of the Omicron variant led to the re-introduction of restrictions by Welsh Government from 2<sup>nd</sup> January 2022. The Omicron restrictions were finally lifted by the Welsh Government on 31<sup>st</sup> March 2022.

Despite the more limited use of the hall which had a detrimental impact on hall income, the YCSA has been very successful in securing a number of grants for the benefit of the village hall. The Chair thanked Chris Howard for his endeavours and expertise in winning these grants.

Prior to Covid-19, the hall facilities, including the new Annex, were being used extensively. Nevertheless, while the village hall was either closed or operating at a reduced capacity, the YCSA committee was still very active. A number of improvements were made to the hall and Parc Owain including the addition of a picnic table and bench, the planting of cherry trees, and the installation a carbon monoxide monitor (part of the Covid-19 requirements). The Chair thanked David Thursfield and Chris Kipling for their efforts in this regard, and to Nic Phillips for maintaining the grounds.

All of the work by Committee members during this period has meant that the hall has been able to reopen in excellent condition.

Inevitably, the number of events held by the YSCA in the past year has been more limited, yet all of them were well-supported by residents. The YSCA held a successful, if wet and windy, Fireworks Night. The turnout was excellent, and it was heartening to see lots of new faces from the village. The YSCA also organised the planting of a sustainable Christmas tree on the village green followed by a lighting ceremony with Christmas carols. The Cinema Club restarted in April 2022 with rave reviews of the showings so far (Dream Horse and West Side Story). The gardening club has also restarted this Spring.

There were no questions.

## 5. Treasurer's Report – See Appendix 1 for Detail

YSTRADOWEN COMMUNITY & SPORTS ASSOCIATION

Registered Charity Number 515414

YCSA Treasurers Report for 2021-2022 Accounts to AGM on 18<sup>th</sup> May 2022

### Income and Expenditure

The overall situation resulted in a increase in reserves of f5,568.95, inclusive of depreciation costs, net of grant offset of E2806.41.

### Detailed Income Breakdown

Hall Hire f16,448.00 — This shows a substantial increase over 2020/21 (f5,064.00) which was very seriously affected by Covid 19 restrictions. However the 2021/22 total was detrimentally affected by the loss of 3 months income due to Covid. It should be noted that we managed to open the YCSA Hall more than similar neighbouring facilities thanks to the fantastic efforts of Corinne Roberts and Keris Howard who manage the hall hire, and thanks also to the back up work of Chris Kipling who ensured that risk assessments and protective measures were kept up to date

### Events Income

Due to Covid restrictions, the only event that was possible during the year was the very well attended Fireworks Night on 6<sup>th</sup> November 2021. This was a resounding success, thanks to the efforts of Chris Kipling and his team. This event effectively broke even.

### Community and Family Cinema

It was not possible (due to Covid restrictions) to operate the cinema at all during the year.

### Other Income E691.42

This resulted mainly from a f200 donation from Pat Francombe and the transfer of funds from Pathway 21 (Community gardeners who tend the lay by garden and flower tubs.)

### Grant Income

The 8,498 grant income secured in 2021/22 was again due to the efforts and expertise of Chris Howard who YCSA owe a big thank you to.

The grants were made up as follows

VOG Covid Grant E2,000, VOG Mayors tree Grant E250, GVS Capital Grant f998, Penllyn CC f250.

YCSA are very grateful for all the above grant, which were used on the following — Purchase of Gazebo, Picnic Table, CO2 Monitor, Ornamental Tree planting, and subsidising Covid costs.

### Expenditure Breakdown

#### Insurance

Costs remained in line with the previous year at E1,484.48

## Maintenance

The hall and grounds have been well maintained. Of the total cost of E2990, the main cost was gardening (f2160), other costs being a variety of routine maintenance costs. Our thanks are due to our Gardening Contractor — Nick Phillips who has kept everything well manicured. Cleaning has been funded from the Covid grants under grant expenditure.

## Utilities

Our costs (E2,293.99) have been economically maintained thanks to long term fixed cost deals with our energy suppliers. However the gas deal finishes in October 2022 and the electricity deal in November 2023. Given the recent escalation in prices, we can expect these costs to substantially increase in the future.

## Events

As mentioned above, the only event possible during the year was the Fireworks Night.

## Grant Expenditure on Non capital Items

The main cost was cleaning and sanitizing the hall after every single hire. This has cost E3036 out of the total of E3,710. Our thanks go to our very diligent cleaner— Charlotte Burch Attard who does a fantastic job. It is creditable to note that there were no known incidents of Covid resulting from the use of Ystradowen Village Hall.

## Depreciation

The E12,996 results from depreciating the cost of our buildings over 30 years and fixtures and fittings over 4 years

## Grant Release Depreciation Offset

The depreciation cost of assets purchased from Grant Income are offset by capitalizing the grant income and releasing this over the relevant depreciation period such that the depreciation cost of grant funded assets is nullified. The offset amount in 2021/22 was f10,189.

## Bank and Cash Balances

We had f50,045 in the bank at 31/04/2022. This included us refunding the overpayment by RCDF of E1 2,626. YCSA are in good financial shape, but we need to continue to be able to meet all future liabilities including replacing the flat roof waterproofing to the main hall (this is now 15 years old).

## Detailed Income and Expenditure Report

This has been covered by the above commentary.

## Balance Sheet

This is fairly self-explanatory, but I will be happy to answer any questions. Our Accumulated funds carried forward at 31/03/2022 were f78,593. It should be recognized that this represents the current depreciated value of buildings, land, fixture and fittings based on their original cost price, plus money in the bank less liabilities. It should be recognized that the actual value of the worth of YCSA is upwards of E600,000 on a replacement cost basis.

## Reporting to Charity Commission

The Accounts have been checked by Mr Duncan Addison who kindly acts as the Honorary Independent Financial Examiner to YCSA. Our sincere thanks are due to Mr Addison for providing this service on a voluntary basis. The accounts will be reported to the Charity Commission once they are approved by the AGM

Signed for The Ystradowen Community and Sports Association

Registered Charity Number 515414



David Thursfield

Honorary Treasurer and Trustee

Dated 25<sup>th</sup> April 2022

## **6. Election of Committee Members**

The following members were re-elected without objections: Rod Howells, David Thursfield, Corinne Roberts, Keris Howard, Chris Kipling Fiona Sylver, Hillary Hill, Alan Jackson, Moira Howells, Spencer Squire Shields, Helen Drane, Felicity Quance, Jane Hardwick and Rebecca Millard.

No new members were forthcoming.

## **7. Election of Officers (Chairman, Treasurer, Secretary)**

### **Chairman**

Rod Howells to continue role as Chairman proposed by David Thursfield and seconded by Hillary Hill.

No abstentions

### **Treasurer**

David Thursfield to continue role as Treasurer proposed by Rod Howells and seconded by Corinne Roberts.

No abstentions

### **Secretary**

Helen Drane to continue role as Secretary proposed by Rod Howells and seconded by David Thursfield.

No abstentions

## **8. Jubilee Celebrations**

Corinne Roberts and Keris Howard have set up a special 'Platinum Committee' to organise three events appealing to all age groups and spread over four days

(Thursday 2<sup>nd</sup> June to Sunday 5<sup>th</sup> June 2022) to celebrate Queen Elizabeth II's Platinum Jubilee. The Platinum Committee was established following a call to all residents via the Ystradowen Families WhatsApp group. Corinne and Keris were delighted that lots of people including many new residents to the village volunteered to help organise the events. Corinne and Keris wished to thank everyone involved. Many of them were unable to attend the AGM as they have small children.

The celebrations consist of the following:

**Afternoon Team at 3pm on Thursday 2<sup>nd</sup> June in the village hall. Tickets £10.**

Entertainment to be provided by a musician who is a former pupil of Cowbridge Comprehensive School and a Ukulele band from Llantwit Major.

**Dinner and Dance from 7.30pm Saturday 4<sup>th</sup> June. Tickets £15.** This is a sell-out event but extra seating may still be available in the Annex. See Spencer for tickets.

**Family Street Party at Parc Owain from 12-4pm on Sunday 5<sup>th</sup> June. Free event thanks to National Lottery Funding.** Children under 11 will be catered for in 'street party' style while it is hoped that older children and families will bring a picnic. There will be a range of activities to entertain the children including football (one hour), hockey (one hour), cricket (one hour), tug of war, face-painting, DJ Stirling, a treasure hunt, arts and crafts including the opportunity to make a Crown together with an Instagrammable 'Coronation Throne'.

## **9. Any Other Business**

Rosemary Ives reported that the gardening club (which meets on the first Saturday of the month and welcomes new members) has been focusing this Spring on maintaining the front part of the layby. A quote has been sought to trim back the trees and shrubs.

Sheena Sargeant was pleased to hear that new residents to the village were involved in the events put on by the YSCA and hoped that they would also become involved in the activities put on at St. Owain's Church now that it has opened up again due to Covid-19 restrictions being lifted.

The Chair and Treasurer presented flowers to Corinne Roberts and Keris Howard to thank them for all the work they do for the village through the YCSA.

**The Chairman brought the meeting to a close and invited everyone present to stay for wine and cheese.**

## **Appendix 1**



**DETAILED INCOME & EXPENDITURE REPORT**  
**YE 31/03/2022**

	£	
<b>INCOME</b>		
Hall Hire	16,448.00	5,054.00
Events Income	1,652.65	31.00
COMMUNITY Cinema Income	-	-
FAMILY Cinema Income	-	-
Grant income (GVS,SGCT, CV19, PCC )	3,498.00	27,881.51
Other income	691.42	2,694.24
Interest Earned	3.03	17.18
Grants Allocated to Asset Purchase	(1,370.03)	(11,727.41)
<b>TOTAL INCOME</b>	<b>20,923.07</b>	<b>23,950.52</b>
<b>STOCK MOVEMENTS</b>		
Opening stock	50.00	148.86
Purchases	-	-
Closing stock	50.00	50.00
	-	98.86
Provision for RCDF & Prepaid	-	
<b>EXPENDITURE</b>		
COMMUNITY Cinema	-	-
FAMILY Cinema	-	-
Events - Quiz	-	-
Events - Skittles	-	-
Events - Annexe Opening	-	-
Events - Fireworks & Pumpkins	1,695.06	50.00
Annexe Costs	-	-
Events - Christmas Tree/lights / OAP donation	39.83	700.80
Lottery -Petanque cost	-	-
Events - Party in the Park	-	-
Events - Kids Christmas Party	-	-
	<b>1,734.89</b>	<b>750.80</b>
Cleaning		
Window Cleaning	-	-
Hall Cleaning	-	108.00
Cleaning Materials	77.59	-
	<b>77.59</b>	<b>108.00</b>
Heat & Light		
Gas	1,218.53	1,020.26
Electricity	526.10	600.71
	<b>1,744.63</b>	<b>1,620.97</b>
Water	-	70.00
Broadband	549.36	531.25
Maintenance		
Pathway 21	-	-
Sensors	-	-
Electric	-	1,306.00
Fire Safety	-	94.64
GEM security	124.92	121.28
Boiler	174.30	143.03
Garden / hedge cutting	2,160.50	1,452.96
Repairs & Renewals	530.28	382.05
Painting	-	1,938.00
<b>Total Maintenance</b>	<b>2,990.00</b>	<b>5,437.96</b>
Insurance	1,484.48	1,386.17
Stationery, Postage & Website	20.00	40.00

Grant Expenditure on Revenue Items	3,710.38	3,442.86
Bank interest & Charges	-	-
Depreciation	12,996.07	10,287.00
Grant Offset to Depreciation	(10,189.66)	(7,691.84)
AGM	-	-
Misc spare	236.38	146.16
Total Miscellaneous	236.38	146.16
<b>TOTAL EXPENSES</b>	<b>15,354.12</b>	<b>16,228.19</b>
<b>NET</b>	<b>5,568.95</b>	<b>7,732.33</b>

**YSTRADOWEN COMMUNITY & SPORTS ASSOCIATION**  
**REGISTERED CHARITY NO: 515414**

**BALANCE SHEET**  
**YE 31/03/2022**

Note	2022 £	2021 £
Note Assets have been revalued		
<b>ASSETS</b>	Cost	
<b>Fixed Assets</b>		
Building	132,004.26	137,580.37
Land	9,816.00	9,816.00
F&F	14,656.60	20,706.70
Under Construction		
<b>TOTAL FIXED ASSETS</b>	<b>156,476.85</b>	<b>168,103.07</b>
<b>Current Assets</b>		
Stock - Glasses	50.00	50.00
Stock - Drinks	-	-
Debtors & Prepayments		
Cash	-	-
Current Account	1,866.77	3,423.45
Deposit Accounts	48,178.39	51,768.21
<b>TOTAL CURRENT ASSETS</b>	<b>50,095.16</b>	<b>55,241.66</b>
<b>CURRENT LIABILITIES</b>		
Less Creditors & accruals		
Incomes in advance		13,521.78
Deferred income - grants	10,189.55	9,847.15
<b>Total Current Liabilities</b>	<b>10,189.55</b>	<b>23,368.93</b>
<b>NET CURRENT ASSETS</b>	<b>39,905.61</b>	<b>31,872.73</b>
<b>LONG TERM LIABILITIES (GRANTS)</b>		
Deferred grants	(117,789.20)	(126,950.94)
<b>TOTAL ASSETS</b>	<b>78,593.26</b>	<b>73,024.86</b>
<b>ASSOCIATION FUNDS</b>		
Accumulated fund brought forward	73,024.31	65,291.98
Surplus / Loss for the year	5,568.95	7,732.33
<b>ACCUMULATED FUND C/F</b>	<b>78,593.26</b>	<b>73,024.31</b>
Difference	-	0.55