

## Briars Centre Committee AGM – Zoom 23/4/21 1700 - Minutes

Chaired by: Katia Malcaus Cooper

Apologies: Clare Perry, Rosalie James

Attended by: Katia Malcaus Cooper(T,O), Richard Woolley(T), James Harris(M), Karen Browne(O), Fiona Woolley(O), Caroline Milward(S), Sharon Galliford, Ros Cumberland, Teresa Stockham(U), Neelu Ratnam(U), John Gosling, Rebecca Jennings-Evans, Nicky Potterton.

Where T=trustee, O=Officer, S=staff, U=User representative M=Member

### Chair's Report

KMC reviewed the achievements of the committee over the last decade and emphasised what a difficult year the global pandemic has caused, especially regarding the ever-changing guidance and regulations and the opening, closing and restrictions placed on the use and Users of the centre.

KMC thanked Clare Perry for the support and work she has done during her time on the committee and in the role of Vice Chair.

KMC thanked Caroline for her work at the “coal face” over this past year, with her interaction and communication with the Users over this most difficult time, especially for small businesses. She also thanked Karen and Fiona for their help over the last year of support during their first years as Treasurer and Secretary and passed on special thanks to Richard for all his work over the last 10 years as past Treasurer and current Co-Trustee.

KMC thanked the regular Users for their patience and understanding throughout the pandemic and the restrictions that resulted from government guidance and regulation. She re-iterated that the safety of all the users of the centre was paramount in the Committee's actions.

KMC thanked Sharon for the securing of the funds to install Wi-fi at the Centre, which in turn will improve the offering of the centre to the

community and help to future-proof the centre and its users in the case of lock-downs or restrictions in the future.

KMC was pleased to report the completion of the long-awaited door-replacement project which have made the Centre much more secure and safer for the users, and look smarter too.

### Treasurer's Report

RW Explained how the role was split last year into the overview and everyday roles. He thanked Karen for all the work she has done over the last year, especially in regard to the prompt payment of invoices.

RW summarised that he estimates the lost income due to the pandemic-related closures and restrictions to be in the region of £12,000. He thanked Katia for her work in helping secure a grant of £10,000 which has been used to purchase signage, cleaning equipment and materials and subsidise all the extra, Covid-related cleaning to save it being charged to the users and therefore forwarded to the community. The total income for the financial year was £21,000, and came from usual rental income and grants. A total of £14,300 was spent of the door-replacement project and a further £21,000 on non-refurbishment costs including £10,000 on covid compliant cleaning and equipment.

RW added that the reserve account contained £5000 and was being kept for unforeseen emergencies and the current account contains £7700 which includes the ring-fenced Wi-fi monies. As such there is no current budget for the planned field incursion-security project or the window replacement projects previously tabled.

### Standing Down of Officers

All officers were stood down. Clare Perry's resignation from the role of Vice Chairperson was accepted.

## Nominations and Elections of Officers

KMC proposed the re-election of the previous Chairperson, Secretary and Treasurer as there were no other candidates standing. RW seconded this proposal.

Vote: 8 in favour and 0 against

Chairperson - Katia Malcaus Cooper

Treasurer – Karen Browne

Secretary – Fiona Woolley

KMC proposed the appointment of Vice Chair to James Harris, no other candidates were proposed. FW seconded the proposal.

Vote: 8 in favour and 0 against

Vice Chair – James Harris

## Elections of members

FW proposed the election of two new committee members, Tom Pembrey and Sophie Ekins. KMC seconded.

Vote: 8 in favour 0 against

Close

Welcome and thanks to James, Tom and Sophie