

LURGASHALL RECREATION ASSOCIATION
MINUTES OF THE ANNUAL GENERAL MEETING
Held on 1st May 2014 in Lurgashall Village Hall

MEMBERS PRESENT

Aylward, Kenneth
Bonnett, Jeremy & Karen
Buckley, Tony & Pat
Caird, Malcolm
Christian, Iola
Clark, John & Elizabeth
Cooper, Ray
Dillon-Thiselton, Rose
Fairston, Miles
Flint, Anthony & Judy
Godfray, David
Harden, Joe
Hayes, Peter
Hayhurst, Geoff
Hutchinson, Martin & Lynn
Lambot, Sue
Lawson, Jacquie
Loughan, Andrew
Martin-Jenkins, David & Anthea
Matthews, Sarah
Meyer, Stephen & Erica
Nicholes, Cathy
Oakland, Michael & Wendy
Read, Paul
Reed, Laurence & Gina
Robinson, Philip & Lyn
Tate, Andy
Vaughan, Stephen & Joanne
Wilding, John
Wilson, Anna
Wood, Rita

INTRODUCTION

The Chairman, Malcolm Caird, welcomed all those attending the meeting and reminded them of the purpose of evening, which was first to conduct the formal proceedings of an AGM and secondly to stimulate discussion on possible uses of field in future.

He reminded the meeting briefly of LRA's history: the Company had been formed in June 2012 and became a charity that August; the field had been purchased with the aid of a loan from a benefactor, completing the purchase in July 2013; this had been re-financed by many generous grants and donations, enabling the loan to be repaid in November 2013. Membership had been opened to Lurgashall residents in late 2013, and there were now 146 adult and 26 junior members.

He read out the Company's objects, and referred to the Company's Special Documents, as adopted by the Board, being the Articles of Association, the Restrictions Document (restricting the uses to which the field may be put), the Membership Policy, and the Governance Policy. To change any of these Special Documents would require a vote of 75% of the Members attending a General Meeting.

APOLOGIES FOR ABSENCE

The Chairman said that he had received apologies for absence from the following Members: Caroline Anstey, Anthony Crandon, Kate Fisher and Simon & Hollie Monhemius.

Moving to the formal Agenda for the Meeting:

1. APPOINTEES OF LURGASHALL PCC AND PC

The Chairman reminded the Meeting that the Company's constitution entitles Lurgashall Parochial Church Council and Lurgashall Parish Council each to appoint a director of the Company. The members were asked to note that Laurence Reed had been appointed by Lurgashall Parochial Church Council and Andy Tate by Lurgashall Parish Council.

2. RETIREMENT OF DIRECTORS

The Chairman reported that as this was the first general meeting since the Company had acquired a wide membership, all of the Directors had submitted their resignations. All of them offered themselves for re-election, with the exception of Stephen Vaughan, who, for personal reasons, had decided not to stand. The Chairman expressed the thanks of the Company to all the Directors, and also to Ray Cooper who had initially been a member of the steering group but who had stood aside to avoid any conflict of interest with his duties on the Parish Council.

3. ACCOUNTS FOR THE YEAR TO 31 DECEMBER 2013

The Chairman introduced the Company's Accounts for the year to 31 December 2013. A copy had been sent to each Member in advance of the Meeting. He highlighted the purchase of the Lurgashall Football Field and the fact that it had been renamed 'The Jubilee Field' in honour of HM The Queen, during whose Diamond Jubilee Year the work leading up to the purchase had been carried out. He advised Members that a signboard with the new name had been erected that day - See Annex 'E'.

He acknowledged the gratitude of the Company to the various bodies which had made generous grants, including the principal grantors, Chichester District Council, West Sussex County Council, Lurgashall Fete, Lurgashall Parish Council and The Sussex Playing Fields Association. Also to the very generous individual donors from around the community, who had made the fund-raising so successful and had enabled the repayment of the loan from the original benefactor.

He explained the role of the Independent Examiner, Mr Brian Marshall FCA of Messrs. Knox Cropper, Chartered Accountants of Haslemere.

He invited questions from the Members:

David Martin-Jenkins asked about the Reserves Policy, stated to be 'to have sufficient reserves to fund the maintenance of the freehold land'. He asked about the period over which such reserves were calculated and was advised that six months was considered sufficient at a budgeted rate of £2,000 per annum. This was in fact also as required by West Sussex County Council.

Sarah Matthews asked whether any restrictions had been placed upon any of the grants received from public bodies, and the Chairman said that the only requirement had been that the Company should actually purchase the field. That had now obviously been complied with.

David Martin-Jenkins asked about the large item of 'Other Debtor' in the Balance Sheet. He was advised that this referred to Gift Aid repayments due from HM Revenue and Customs, all of which had been received after the accounting date.

There being no further questions, the Chairman asked for a proposal to receive and adopt the financial statements of the Company for the year to 31 December 2013 together with the reports thereon of the directors and independent financial examiner of the Company. This resolution was proposed by Anthea Martin-Jenkins, seconded by Iola Christian and passed *nem con*.

4. REAPPOINTMENT OF INDEPENDENT FINANCIAL EXAMINER

The Chairman asked for a proposal to reappoint Knox Cropper of 24 Petworth Road, Haslemere GU27 2HR as independent financial examiner of the Company until the conclusion of the next general meeting of the Company at which financial statements are presented to members; and to authorise the directors to approve their remuneration. This resolution was proposed by Michael Oakland, seconded by Rita Wood and passed *nem con*.

5. - 11. APPOINTMENT OF DIRECTORS

The Chairman reminded the Members that all of the present Directors had retired and that he, Jeremy Bonnett, John Clark and Geoff Hayhurst were offering themselves for re-election. Additionally he was pleased to say that he had received duly completed forms from three other candidates for election to the Board, Miles Fairston, Cathy Nicholes and Joanne Vaughan. The new members would, if elected, go some way to redressing the age and gender imbalance of the present Board, which was felt to be important.

He invited questions, but there were none. In the circumstances therefore he proposed to deal with the elections in one resolution, i.e. *en bloc*, and this was approved by the meeting and all of the seven persons mentioned above were elected as Directors of the Company *nem con*.

12. ANY OTHER BUSINESS

The Chairman said that the formal business of the Annual General Meeting was now completed, but that having so many members present was a very good opportunity for the Company to canvass Members' opinion on possible future uses for the field.

He said that the Directors had given considerable thought to possible uses, but had not reached any definite conclusions. However, there seemed to be two distinct types of project which might be approved in the future:

The first would be where the Company acted as 'enabler' and where an existing or new village organisation approached it with a proposal for use of the field, which use would be funded by the organisation concerned. An example would be, e.g. the Cricket Club wishing to instal a cricket net, or a newly formed Bowls Club wishing to construct a Bowling Green. In this case LRA would need to be satisfied that the organisation had the wherewithal to install, and then manage, the facility; the responsibility for overall funding would be down to that village organisation, although LRA might contribute to the capital cost; and there would be a strong preference that use of any facility would have to be accessible for all, ie not just that organisation's own members.

The second would be where the Company acted as 'provider' ie where there was no village organisation to provide a facility but there was a clearly demonstrable and proven need for, e.g. a hard standing play area (Multi-Use Games Area or 'MUGA' - see Annex 'F') or a skateboard area. In these circumstances LRA would take the lead, e.g. make grant applications, and then manage the facility.

With all this in mind, the Directors had given some thought as to where to locate any particular project so as to avoid possible conflict with other future projects. He referred to the plans which had been prepared and

which were displayed on boards around the room - see Annexes 'A' to 'D'. Each of these showed the following:

- An area for parking for those using the field
- A football field
- A cricket net
- A Multi-Use Games Area
- Either a Bowling Green or a Croquet Lawn

Only the parking area was in the same place on all plans, the other facilities being placed differently. The plans had been drawn to show the possible way in which various projects could be fitted in with the minimum of mutual interference.

However, the Chairman was at pains to point out that the outline plans on display were merely that – outline plans - and were not commitments. The only application so far had been from Cricket Club for a cricket net.

Finally, the Chairman referred to the Restrictions Document which provides that *"each AGM of the LRA will receive a report on the level of formal usage of the field (events, matches, use as a car park for weddings etc.) during the previous year. The membership will then vote on this as an appropriate level of usage, and consider any changes to that level of usage proposed for the following year."* He said that since the field had been bought by LRA, (nine months) there had been no formal events or matches and that the field had been used as a car park for one wedding, no funerals and for Church parking on Easter Sunday. There were no plans for any change to this pattern of activity, which nevertheless depended upon outside application for use of the field. This position was noted by the Members.

The Chairman asked for comments and questions:

Tony Buckley asked whether there would be any standard charges for use of the Jubilee Field. The Chairman replied that there was only one standard charge at present which was £50 for the use of the field for parking for weddings (for which the field has to be available under LRA's obligations to the Diocese in the purchase conditions).

Sarah Matthews asked why the goalposts were still there. The Chairman replied that the Board felt most strongly that whatever was done with the field in future it should never lose its ability to be used as a football field. There was always the hope that football would once again be played in the village and that was why each of the plans in Annexes 'A' - 'D' showed a football area in one position or another. It also meant that there would always be a very large area of open space for other general activities - e.g. kite flying, dog walking, etc.

Joe Harden said that if cricket was being played on The Green it would be important to avoid a clash with another event on the Jubilee Field. This was noted and agreed by the Chairman who said that nevertheless the objective was to keep the Field open for maximum use by the village.

Joanne Vaughan asked whether the surface of the Field should not be improved, and the Chairman replied that this was one of the priorities of the Board.

Judy Flint asked how, apart from contributions from interested organisations, any facilities on the field might be funded. The Chairman and Jeremy Bonnett replied that there were still large grants available to be obtained from Local Authorities and sporting organisations.

Stephen Vaughan made the point that some of the Plans 'A' to 'D' showed that the actual football playing area might be moved. The existing drainage under the field would need to be considered. He said that many of these works would be a major decision for the Board and would require careful consultation with the membership. He was also concerned at the size of some of the proposals and the consequent disruption during construction.

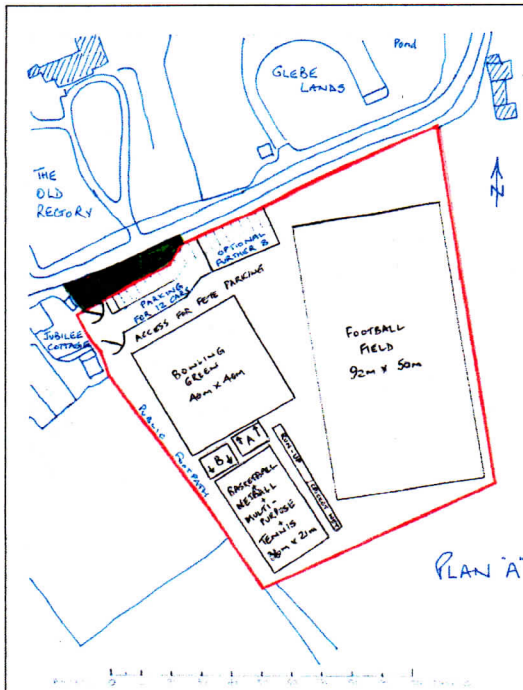
David Martin-Jenkins asked what would be the procedure for going ahead with any of these plans. He made the suggestion that if there were ever to be a 'major capital project' the Board could summon a further general meeting. The Chairman replied that Members would certainly be consulted on major projects, but that the Board retained the right to proceed with others. Members would, he was sure, trust the Board to decide what amounted to a major project.

There were no further questions or comments from the Members.

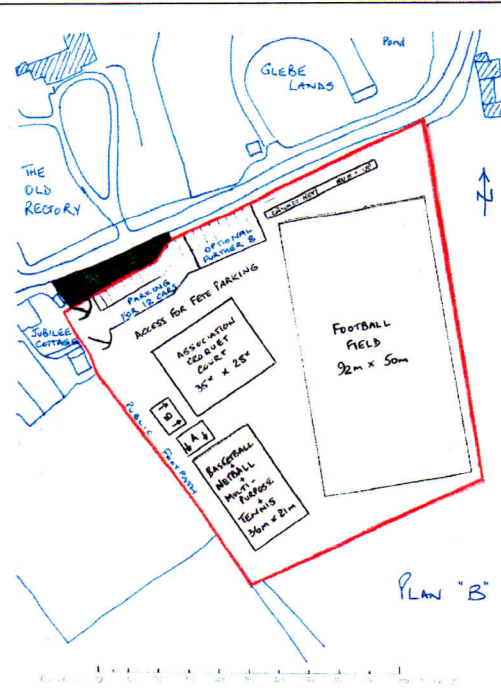
Stephen Meyer then proposed a vote of thanks to Malcolm Caird as Chairman, and to the whole Board for all the work which they had put in to bring the project this far so successfully and to assure them of the Village's support for their plans for the future. This was passed by acclamation.

Members then informally studied the various display boards, as shown in the Annexes, and the meeting was closed.

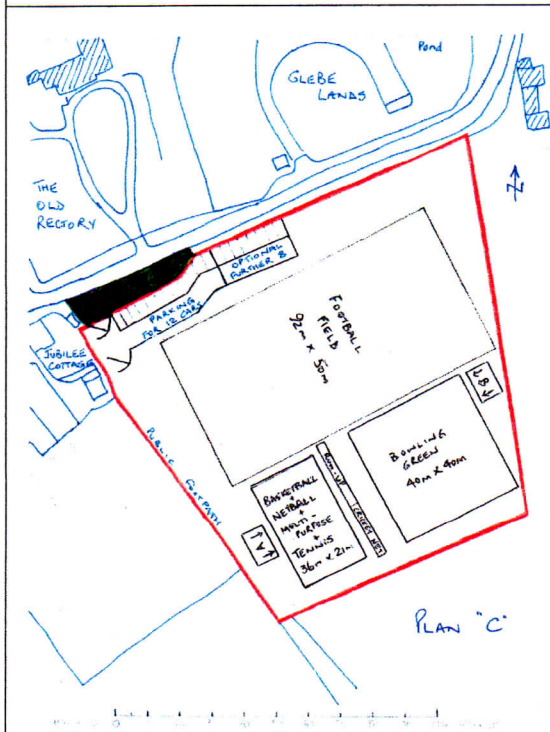
Annexes A - D



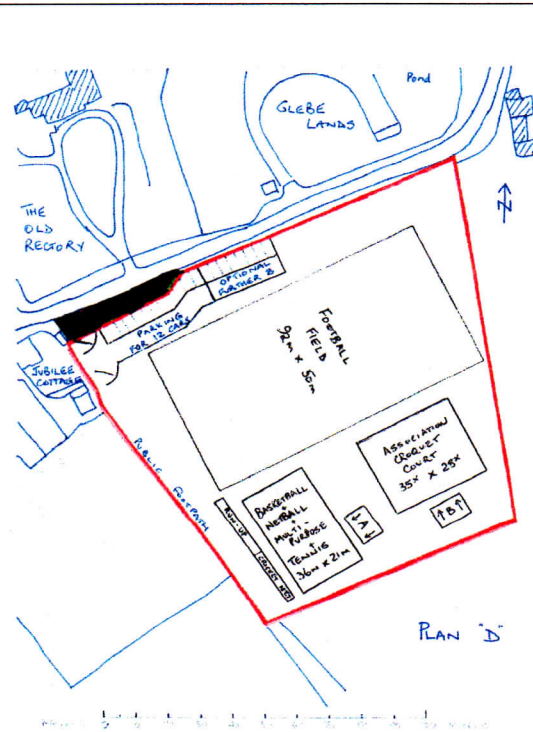
Annex A to Minutes of Annual General Meeting of
Lurgashall Recreation Association 01.05.14



Annex B to Minutes of Annual General Meeting of
Lurgashall Recreation Association 01.05.14



Annex C to Minutes of Annual General Meeting of
Lurgashall Recreation Association 01.05.14



Annex D to Minutes of Annual General Meeting of
Lurgashall Recreation Association 01.05.14

Annexes E - F

Annex E to Minutes of Annual General Meeting of
Lurgashall Recreation Association, 01.05.14.

LURGASHALL RECREATION ASSOCIATION

JUBILEE FIELD

This field was purchased in 2013 with the assistance of generous donations from many members of the local community and grants from public bodies to commemorate the Diamond Jubilee of Her Majesty Queen Elizabeth the Second.

Generously supported by




Lurgashall

Fete



Sussex County

Playing Fields

Association

Annex F to Minutes of Annual General Meeting of
Lurgashall Recreation Association, 01.05.14.

WHAT IS A MUGA?!

It's a 'Multi-Use Games Area'
and they come in all shapes and sizes....

So we don't want this



But we might like this



.....or this

