

THE WEST DEAN CENTRE

The Parish Office, West Dean Centre, High Street, Bream. GL15 6JW

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Minutes of an Annual General Meeting of the West Dean Management Committee held on Tuesday 25th June 2019 at the West Dean Centre, Bream at 7.00pm.

Present: C Harrison, W Kear, P Dunford, B Gayler, J Hutchins.

Phil Jones – Administrator.

1. Election of a Committee, from this Committee elect a Chairman from the Parish Councillors present.

All those representatives of user groups will continue to serve. Councillors on this committee are:

Bill Gayler, Peter Dunford, Bill Evans and Mike Costley, there is room for one more councillor which will be sought.

Bill Gayler was unanimously elect Chairman of the Management Committee.

2. Apologies. – None.

3. Declarations of Interest. – None.

4. Adoption of Minutes of Annual General Meeting held on 1st August 2017. These minutes were adopted and signed by the chairman.

5. Annual Report for 2018/19. The annual report was accepted.

6. Financial Matters:

- a) Approval of Annual Income and expenditure Account, expenditure against budget 2018/19, plus Balance Sheet 2018-19. The administrator went through the finance figures highlighting any significant discrepancies against budget. The outturn figures were accepted.
- b) Friends of Bream Community Centre Annual Report 2018/19. The Friends had prepared outturn figures for 2018/19, these showed a surplus of just over £3,000.

Next AGM - June 2020. 5.30pm

2. Apologies. Same
3. Declarations of Interest. Same
4. Adoption of Minutes 2nd April 2019 - attached. Approved.
5. Finance
 - a) Approve the current Financial Statement against budget - Attached. Approved
 - b) Approval of payments - list attached. Approved
6. Picture hanging policy review – current one attached.
Buy some for café, policy as written.
6. Maintenance & Improvements:
 - a) Emergency lighting upgrade. Check lighting, get installed.
5. Tape on walkway for fire escape.
 - a)
7. Other matters considered urgent by the Chairman.
Window cleaner – bill contact person to give quote.
8. Next meeting: **Tuesday 12th November 2019.**