



Love's Farm Community Association Meeting  
 Reedmans Bar, St. Neots FC  
 25 October 2013  
 7.00pm to 9.00pm

## MINUTES – ANNUAL GENERAL MEETING

Item	Agenda item	Action
1	<b>Welcome</b> <p>Philip Gibbs welcomed approximately 75+ Loves Farm residents to the 2013 Annual General Meeting. Philip explained that due to the recent resignation of our previous Chair, he would chair the AGM in his role as Vice-Chair of the Loves Farm Community Association. Philip also acknowledged the financial assistance given by the sponsor for the evening, a local company called “Lifesure Insurance”. Philip thanked them for their support and interest.</p>	
2	<b>Apologies</b> <p>Apologies were received from Beverley and Grant Morrison and David Wells (Treasurer).</p>	
3	<b>Minutes from the previous AGM</b> <p>Unfortunately, the minutes from the last AGM are currently being sought from the previous LFCA Secretary, they will be published on the LFCA website in due course.</p>	
4	<b>Chairs report (see annex 1)</b> <p>Philip Gibbs read the Chair's report from 2012/13 (see annex 1)</p>	
5	<b>Treasurers report (see annex 2)</b> <p>The Treasurers report was presented. It's noted that financial accounts from a previous bank account aren't available and advertising invoices have yet to be paid. The report is yet to be audited by BPHA, but a copy of the report was available at the meeting.</p>	
6	<b>Election of officers</b> <ul style="list-style-type: none"> <li><b>Chair</b> – Marcus Pickering (Nominated by Philip Gibbs, seconded by Emma Lovelock)</li> <li><b>Vice-Chair</b> – Philip Gibbs agreed to remain at Deputy</li> </ul>	Marcus to contact volunteers who registered

	<p>Chair.</p> <ul style="list-style-type: none"> <li>• <b>Treasurer</b> – David Wells agreed to remain as Treasurer.</li> <li>• <b>Secretary</b> – Keela Shackell-Smith (Nominated by Emma Lovelock, seconded by Helen Searle)</li> </ul> <p>There being no other nominations from the floor, these four officers were appointed.</p> <p><b>Volunteers</b> During the meeting, a number of attendees volunteered to join the LFCA committee as committee members.</p>	<p>an interest in joining the committee.</p>
7.	<p><b>AoB</b></p> <p>A number of items were raised as key issues on Loves Farm and answers were sought from the committee:</p> <ul style="list-style-type: none"> <li>• Bus access – the bus barriers are due to be opened shortly.</li> <li>• Northern access – a petition has been submitted to the Town Council and our new Chair has been invited to present the petition at meeting at the County Council.</li> <li>• Railway bridge – concerns were raised about parking issues when the train bridge is opened. The LFCA are currently seeking clarification and seeking support of various organisations. However, parking enforcement is not available until the roads are adopted by the council and even this will be difficult to regulate. The residents would welcome a statement showing the reasoning behind the parking situation.</li> </ul> <p>Our new chair, Marcus Pickering, ended the meeting at 8:05pm. After which, the attendees enjoyed a beetle drive.</p>	

### **Annex 1 - CHAIRS REPORT 25<sup>TH</sup> OCTOBER 2013**

The Committee of Loves Farm Community Association has continued working very hard on behalf of Loves Farm residents.

Some members of the Committee have also been involved in drawing up a Community Plan to build and provide a framework to wrap up what is being achieved already and bring people together for a shared purpose or aim. The Community Plan is an ongoing document.

The Association always welcome your input and support. It does however really need more residents to become actively involved so that we have sufficient resources to help achieve our aims. Ideally we would like more Committee members, but if you feel serving on the Committee it is not for you, there are lots of other ways you can help.

For example helping with social events, distribution of newsletters, street representative, SMART days etc.

During the year it was decided that due to the overall time and cost of producing the newsletter in booklet form it should be condensed to a double sided single A4 sheet. This would then alternate monthly with an electronic version.

Some of the Issues identified from last year's AGM, such as parking/speeding /lighting continue to cause problems or remain unresolved mainly due to the roads being unadopted.

On SMART days considerable effort continues to be made to clean up areas suffering from litter and dog mess.

On a brighter note towards the end of last year the Town Council kindly provided 25KG of bulbs which were planted by some members of the Committee with help from residents.

The Community Centre continues to be subject of ongoing discussions with Huntingdon District Council and Cambridgeshire County Council. Recently representatives of Hunts DC attended a Committee meeting to give an update on the Community Centre and provided examples of design options to enable the Association to have an input. I feel now, at last, things look more positive.

Some members of the Committee recently visited Wixams Village Hall near Bedford. They met members of Wixams Committee to gain some of their know ledge and experience gained in running their Village Hall (Community Centre).

There have been a number of events throughout the year which a have proved very successful the latest one being the Big Lunch.

Unfortunately this had to be postponed from its original date due to the building of the playground near Aunties Wood. It finally took place on 8<sup>th</sup> September and was well attended and enjoyed by all.

The Northern access is an ongoing issue. Due mainly to the result of an earlier survey carried out and a subsequent meeting with the then leader of Cambridgeshire County Council it was eventually decided the only way to move things on was to petition the County Council. The first step in the process was to publicise and set up an electronic petition on the LFCA website. The next stage is being discussed.

SMART days continue once a month and we would welcome suggestions from residents on expanding the range of activities carried out on these days and how to achieve them.

A representative of Hunts District Council came to talk to the Committee about the green areas of Loves Farm. He provided information on the division of responsibilities for maintenance of the green areas. This was very helpful and he is keen to work with us in the future.

We are very fortunate on Loves Farm to have several children's playgrounds. The Association and residents had the opportunity via the website to influence the design of the play area by Aunties Wood. This was completed a few months ago and is a great success and widely used.

The latest play area for younger children which consists of a train is close by and now almost complete. No doubt it will provide similar enjoyment.

I am sure that most of you are aware of the shops which are coming along nicely and the bridge is ahead of schedule. I am sure everyone will welcome these new facilities.

Throughout the year we have again been very well supported by staff from BPHA. Their latest member to join us a few months ago is Kim Burrows who continues to give us endless support. Our sincere thanks go to Kim.

I would like to take this opportunity to say a big thank you to all the Committee members. They are all volunteers who have given up their valuable time and have continued to work tirelessly on behalf of the residents of Loves Farm.

After giving it a great deal of thought I have decided not to stand again as Chair as I feel I do not have the time necessary to fulfil the duties as I would wish .

I wish the Committee all the best for the future.

Beverley Morrison

## **Annex 2 – Treasurers report for 2012/13**

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### **TREASURERS REPORT 2012**

I have been responsible for the LFCA accounts since 1st May 2012. During this period the Cooperative Bank Account was closed and the balance transferred to NatWest but without a statement being obtained. As you will see there is an unexplained difference relating to this. Invoices were raised in May for outstanding advertising revenue, currently the bulk of these remain unpaid, for this reason they have not been shown under income but as a note.

David Wells 12/10/12

### **Financial Statement for: 5th October 2011 - 12th October 2012**

<b>1. Income</b>	
<b>Funding Source</b>	<b>Amount Received £ p</b>
Brought forward from previous year	2807.21
Set Up of Natwest Account	306
Wheels in Motion (advertising)	60
From 1st May 2012:	
Alloy Ambulance (advertising)	40
Affordable Massage (advertising)	60
Christmas shopping event	186.1
Wine Tasting	60
Grant from Town Council	200
Unexplained notes & coins banked	51.17
Kip McGrath (advertising)	160
Neil Johnson (advertising)	140
Butterfly Children Centre (advertising)	180

Kirby Properties (advertising)	20
Bingo Night	31
Shopping Nights (2 events)	245
Casino Night	210
Quizzes	68
Prizes donated by BPHA	198.51
<b>Total Income to Date =</b>	<b>5022.99</b>

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## 2. Expenditure

Expenditure Details	Amount of Expenditure £ p
Repay training grant	1500
Annual Motion Picture Licence	354
Unexplained re: Cooperative Account	175.13
From 1st May 2012:	
Casino	679
AGM Expenses	20.7
Big Lunch Food	19.84
Prizes for events	248.67
<b>Total Expenditure to Date =</b>	<b>2997.34</b>

### Current Balance of funds available (section 1. Minus Section 2)

	Amount £p
Total Income	5022.99
Total Expenditure	2997.34
<b>Sub-total/Total Funds Available</b>	<b>2025.65</b>
of which: Petty Cash Held	80
<b>Total of Funds Available =</b>	<b>2105.65</b>

### Note 1 Accounts at 4th October 2011

Cooperative Bank Balance*	2757.21
Petty Cash	50
	2807.21

\*Previous Treasurer unable to verify

Note 2 There are no paid advertising relating to period beyond October 2012

Note 3 Advertising Revenue - invoices raised £760 for 2010-11 and £870 for 2011- 12 (total £1630)

However, £950 of this remains unpaid.

## 2013

### TREASURERS REPORT

The accounts for LFCA are presented below.

Earlier in the year the Treasurer gave support to the Building sub-committee in producing a 1st draft of the

business plan for LFCA to run the proposed Loves Farm community centre.

In June LFCA applied to the St Neots Town Council for two community grants, (1) to fund a parking control scheme on Loves Farm, this was rejected as SNTC felt that this was a Gallagher responsibility (2) for a new printer, this will be considered at the next SNTC finance committee.

Arrangements are being made for BPHA to perform a review of the accounts.

David Wells 15/10/13

### Financial Statement for: 13th October 2012 - 15th October 2013

1. Income	
Funding Source	Amount Received £ p
Brought forward from previous year	2,105.65
Events Oct to Dec 2012:	
Halloween Party	43.00
Oct Quiz	12.00
Nov Quiz	12.00
Shopping Evening	121.00
Events Jan to Oct 2013:	
Quizzes	71.00
Valentine Party	17.00
Chocolate Bingo (April, August)	68.00
<b>Total Income to Date =</b>	<b>2,449.65</b>
2. Expenditure	
Expenditure Details	Amount of Expenditure £ p
Events Oct to Dec 2012	49.35
Events Jan to Oct 2013:	
Quizzes	31.94
Valentine Party	15.84
Chocolate Bingo (April, August)	51.58
Big Lunch	47.96
Big Lunch Public Liability Insurance	115.7
Miscellaneous	0.6
Annual Public Liability Insurance	223.66

Total Expenditure to Date =	536.63
<b>Current Balance of funds available (section 1. Minus Section 2)</b>	
	Amount £p
Total Income	2449.65
Total Expenditure	536.63
<b>Sub-total/Total Funds Available</b>	1913.02
of which: Petty Cash Held	86.73

**Note 1 Accounts at 12th October 2012**

Natwest Bank	2025.65
Petty Cash - Treasurer	50
Petty Cash - Events	30
	2105.65

**Note 2 Advertising**

An invoice will be raised for website advertising during 2012-13

The October 2012 accounts contained the note:

" Advertising Revenue - invoices raised £760 for 2010-11 and £870 for 2011- 12 (total £1630)

However, £950 of this remains unpaid". No further payments have been received since then and the committee has not had time to chase these.

**Note 3 Accounts at 15th October 2013**

Natwest Bank balance	2049.95
unpresented LFCA cheque	-223.66
Petty Cash - Treasurer	50
Petty Cash - Events	36.73
	1913.02