

**MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON 18th July 2023**

1. Apologies for Absence

Nick Low, Anna Winch

2. Present

Antony White (Chair), Zara Coulson, Dan Palmer (virtual), Clare Langley

3. Election of Co-Opted Board Members

There were no Co-Opted members to be voted on

4. Minutes of the previous meeting

The Minutes of the AGM held on 28th June 2022 had been previously circulated and were agreed, proposed by AW, seconded by ZC and signed by the Chair.

5. Matters Arising from that meeting

- Agreed to discuss discussion at Board Meeting annually regarding periodic sampling if required at that time
- Card payments – now completed and in process
- Staffing – Community Engagement Officer – HPC fund application now prepared, will be applied for in Sept 23
- Objective that Year 2022/3 to be the Year of Digital – we have implemented card payments, we have improved Facebook/Twitter profiles & engagements, and improved our website. AH is on the Steering Group for YMCA E&W website improvements. Also now using EY Log in Preschool to full capability
- Membership model review - this is currently being implemented
- Chair met with Writer and closed out observation
- Change of accountants on a cyclical basis - Action review at next AGM

6. Presentation of Annual Report – Chair's Statement

I am pleased to be able to present to you our financial accounts for the year ending 31st August 2022.:

We continue to make a difference for the community and young people across the Taunton area. Our strategy has seen a focus on developing income and upgrading facilities that will see the centre delivering community services for many years to come.

We have seen the centre build and flourish following the end of the Coronavirus Pandemic, with perhaps the most significant upgrades in both the property and on site facilities since the centre was first built, these include:

- Preschool and social area flooring replaced
- Preschool SEN Room – constructed a dedicated room away from the main preschool space. This safe space offers a calming area that allows children to detach, relax and start to exercise 'self-regulation' skills as well as engage in learning through play activities in a quiet place with specific equipment and resources
- Installed external double glazed opening windows on the viewing gallery to improve ventilation and light levels
- Transformed our Social area by installing thermal insulation, double glazed high level panels and double glazed opening windows and doors where previously there were none; improving the social space and creating a Community Cafe
- Converted an equipment store into a dedicated Fitness Suite specifically designed to appeal and encourage those who may experience barriers to improving fitness in a typical gym environment
- Installed replacement LED lights in the Sports Hall & Dance Studio to improve client experience and reduce electricity costs
- Refurbished and improved the kitchen
- Addressed major structural issues such as the roof valleys which frequently disrupted facilities and undermined the perceived quality of services

Despite the disruption from these improvements, the YMCA Taunton has enabled over 17,000 young person engagements, in excess of 1300 youth club attendances and educated 62 preschoolers over the course of the year.

Over 30 sporting activities are hosted at the centre, our 2 community cooks assisted by one volunteer chef have provided more than 650 hot meals to children, whilst our youth team have delivered open access youth services, supported 35 individual young carers and provided 447 safe spaces with engaging activities during school holidays throughout the year.

Fundraising activities during the year.

To deliver our core objectives, to support and nurture the development of young people, YMCA Taunton raises funds through grants, income generated through a range of over 30 different Sports and Fitness Classes and through the hire of a range of rooms and activity spaces. Getting past the impacts of Covid, has seen overall business income (including grants and donations) for the year ending 31st August 2022 of £514,388. This was an increase on last year (2021) of £202,570 or 64.95%, including £171,318 being grant income received for building renovations. Operating costs however, have been kept to a manageable level. As a result, the association's income generating activities, produced a net operating surplus carried forward to reserves of £6,006. Along with our other fund-raising activities, Grants and Donations are also an important source of income. In addition to our 7 corporate partners (ASDA, Co-op, Lidl, Marks and Spencer, Morrisons, Sainsburys, B&Q) we

would also like to acknowledge and thank our sponsors for their financial assistance in funding a variety of different initiatives:

- Avon & Somerset Police
- Co-op
- Barclays / SASP
- Public Health England
- Somerset West & Taunton Council
- Arnold Clark
- National Lottery Community Fund
- Allianz/ BJA
- Bridgwater & Taunton College
- YMCA South West Trust Fund
- Somerset Community Foundation

Financial Management

All financial matters and policies are regularly reviewed by managers and the board of trustees and we continue to look for opportunities to increase our income and manage cash flow. The trustees consider the financial performance by the charity during the year to have been Satisfactory. The association has clear and robust financial policies in relation to expenditure and the security of the associations assets. All financial matters and policies are regularly reviewed by the board of trustees. This financial report was approved by the board of trustees on 23rd May 2023.

Reserves policy

YMCA Taunton's Reserves Policy sets out to maintain sufficient levels of reserves to enable normal operating activities to continue over a period of up to 12 months should a shortfall in income occur, and to take account of potential risks and contingencies that may arise from time to time. Excluded from the Reserves Policy is income associated with Endowment and Restricted Funds. In order to make a judgement on the level of reserves required, the trustees have considered the risks in respect of expenditure, unrestricted income, where appropriate restricted income and where funds can only be realised by the disposal of a fixed asset. Also taken into consideration are any external identified potential major risks to income and expenditure. Our reserves policy is reviewed each year and reserves are regularly monitored by trustees. The Board are committed to building reserves up which currently stand as:

- Restricted Revenue Funds: £97,435
- Endowment Revenue Funds: £105
- Designated Funds: £133,035
- Funds available for the general purposes of the charity excluding fixed assets:
Unrestricted Revenue Funds: £159,135

Total charity funds: £389,710

Staff

We are pleased and grateful that the Covid Job Retention Scheme supported us in retaining all of our staff over the COVID period. The Kickstarter Scheme enabled us to give paid work experience with on the job and certificated training to two long term unemployed individuals, one Kickstarter was retained and permanently employed.

One apprentice completed their apprenticeship training and has been permanently employed.

Governance and Trustees responsibilities

The trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity, and which are sufficient to show and explain the charity's transactions and enable them to ensure that their financial statements comply with regulations made under the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Board of Trustees is made up of individuals who live locally and have expressed a desire to further the work of the YMCA, being in sympathy with its aims and objectives. Trustees meet regularly throughout the year to review the progress of the association in meeting its charitable goals. The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's objectives and in planning future activities for the year. The association will continue in their efforts to increase income and manage cash flow, whilst maximising the impact of activities on the young people in the Taunton Deane area and support residents of all ages within the local community.

Finally, I would like to recognise and thank our team, our employees, our volunteers and trustees. As a charity we rely on your hard work and the support you give us throughout the year. We have a fantastic facility, but it is your efforts that make the building a hub of the community. I am confident with your help; the charity can continue to grow over the coming years bringing meaningful change to the children and young people in our catchment area. Thank you for your efforts.

Antony White

YMCA enables people to develop their full potential in mind, body and spirit. Inspired by, and faithful to, our Christian values, we create supportive, inclusive and energising communities, where young people can truly belong, contribute and thrive.



Registered Charity No. 1152585

7. Presentation of Accounts

The accounts were presented and accepted

7. Questions

There were no questions

9. Appoint independent accountants

The Board agreed to continue with Polden Accountants

Meeting closed 19.55 hrs