

**SIDLESHAM COMMUNITY ASSOCIATION ANNUAL GENERAL MEETING  
HELD IN SIDLESHAM MEMORIAL HALL ON  
WEDNESDAY 16<sup>th</sup> OCTOBER 2024 AT 7.00PM**

1. **Trustees Present:** (Chairman) Riach Ryder, (Vice-Chairman and Treasurer) Norman Robson, (Secretary) Corina Hall, Paul Devonshire, Wendy Devonshire, and Tim Edwards.  
**Village supporters present:** David Campbell-James, Jenny Campbell-James, Tracy Edwards, Mike French, Martin Hoskins, Martin Mellodey, Vivien Mellodey, Barbara Shepherd, Alison Tupper and David Worcester,

2. **Apologies:** (Trustee) Bill Martin and residents: David Blackford, David Guest, and Mary Monington.

Riach Ryder welcomed those present.

3. **Minutes of the last AGM** held on 29<sup>th</sup> November 2023 was approved unanimously as a true copy. Martin Mellodey proposed and Martin Hoskins seconded.

4. **Chairman's Report:** Riach Rider said that this year he had amended the agenda so that each Trustee could report on their specific involvement and he started by introducing each trustee. A brief recap on the last year: The SCA and PC had agreed to spend £50,000 (£25,000 each) to refurbish the building. Quite a challenge considering the condition of the building, but with careful management of expenses etc., and volunteers of the SCA have created a great community place. Mike French has worked tirelessly on the football pitches, and together with Martin Mellodey this has resulted in a lot of bookings with various football clubs. In particular, Infinity Football Club who are our anchor tenants, and they have greatly improved the changing rooms and these are something to be seen. Their involvement contributes significantly to the income we now receive and this gives us flexibility to do other things. Wendy is responsible for bookings to use other parts of the building. What we do need is more volunteers, not necessarily trustees, to help us use the building to its full potential. Norman will explain the finances, which are going in the right direction. This developing situation has prompted the Trustees to sit down and re-visit the vision of what we are trying to achieve. We have put together a vision statement, and we have copies you can all see. (**Appendix 1**). We want to provide a sustainable, secure, culturally diverse and accessible space that is valued and supported by the people of the local district and community. Our strategic aim is to keep the building available, accessible and safe for the use of local people and others. Enable a range of social, welfare, educational, training, development and health activities to take place at the Centre which responds to the needs of local people. Provide access and information for all sections of the community. Provide good quality services to users of the centre and consult with the local community so that we keep up to date with local issues and where possible, advocate and support the local community. **Now we need to work on how we can achieve our vision statement.**

## 5. Treasurer's Report

# SIDLESHAM COMMUNITY ASSOCIATION

## ACCOUNTS FOR THE YEAR ENDING 30th APRIL 2024

Income (£)	2024	2023
Football Income	6,612	1,187
Café Income	2,974	1,167
Grants	0	1,260
Village Functions (net)	4,705	698
Bric a Brac	0	108
N.H.S.	0	4,200
General Hiring	3,673	1,119
Luncheon Club/Bar	<u>2,490</u>	<u>614</u>
	20,454	10,353
<b>Expenditure (£)</b>		
Website, Printing & Subscription	1,792	152
Insurance	405	314
Premises Expenditure & Maintenance	8,802	19,560
Donations/Wreath	50	75
Utilities (Water and Electricity)	4,870	1,787
Equipment Purchased	2,161	238
Cleaning & Hall Running Costs	1,715	88
Carol Costs	<u>0</u>	<u>47</u>
	<u>19,745</u>	<u>22,261</u>
<b>Excess of Income over Expenditure</b>	<b>707</b>	<b>(11,908)</b>
Bank Account	£23,702	£22,994

(report attached to figures see **Appendix 2**)

Accounts prepared by Norman W Robson Hon. Treasurer, independently verified by Tony Harrison and accepted by the Trustees.

The treasurer explained the annual accounts to attendees. He explained how the total income of £20,454 was achieved; he mentioned that income derived from football was £6,612 which had increased by a factor of 5 compared to the previous year. Café income had reached almost £3,000 and had increased by a factor of x2.5 times. Since the introduction of a web site and the booking arrangements transferred to Wendy Devonshire village functions had achieved £4,705 of income and general hiring had reached £4,705. This joint income of £8,381 had exceeded the previous year's total of £1,817. Similarly, the luncheon club and bar was better by a factor of 4 with income of £2,490.

On the outgoings side £19,747 was spent. However, of this sum £3,500 was expended on capital expenditure written off. As explained, in an answer to a question from the floor, without such write off the expenditure would have been less and the surplus generated by the SCA would have been £4,207 on a turnover of £20,454. Although Premises Maintenance of £8,802 was incurred in 2024 against £19,560 the previous year, in both years we were completing the joint capital expenditure programme together with the Parish Council.

Finally, the treasurer expressed his thanks to Martin Mellody for the work on introducing various football clubs back to the Memorial Hall field. Finally, not only has his efforts provided much increased income to the SCA, but it has resulted in major refurbishment to the changing rooms and outside facilities – at no costs to either the Parish Council or the SCA. This has been led entirely by Infinity Football Club for which we are extremely grateful.

**6. Paul Devonshire.** To re-cap: When the Parish Council took back the ground from the Sidlesham Football Club, apart from the football pitches, the playground and the orchard, it was virtually just a field. There was a lot of rubbish to remove initially, vast areas had been totally neglected. Over the years, the grounds of eight and a half acres have had a variety of uses. Paul now oversees maintenance of all areas apart from the football pitches.

#### **Paul's Report to date:**

**Grass** - Apart from the pitches from which an income can be raised through fees from football clubs, the grounds are a financial liability in the sense that they yield no direct income. However, they can be viewed as an asset in an aesthetic sense or as an amenity (viz. children's playground, adult fitness gym and dog-walking facility). The SCA has secured a contract with the Parish Council for the cutting of some of the grass area worth £1,250. To cut the area takes 1½ pints (0.85 litres) of petrol @ £1.42 a litre = £1.136. This takes in total of 1 hour and 35 minutes. The grand total, therefore, at fortnightly cuts throughout the year = £29.53, profit £1,230. It will be important to maintain this contract which is annually awarded, a) it is income, and b) it uses local volunteers. There are at present just three grass cutters – Mike French for the football pitches, Dick Dwyer for the north and east areas of the grounds and Paul Devonshire for the rest. *Issue – need for more volunteers to maintain cover.*

**Tulips** – These tulips, which were secured for free from Arundel Castle grounds at the end of Spring, will be planted in October. *Any preferences for where?*

**Rubbish** – Infinity has still to finish the footpath and to remove the rubbish from the dugouts. *Issue – what would be an appropriate course of action?*

**Weeds** – Weed control is being conducted both on the gym area and the car park.

**Memorial area** – I think it would be appropriate to create a horticultural memorial area. Although there is a considerable space that is cultivated, it is an area that few people actually visit and see. *Issue – if so, where on the grounds and what kind?*

**Nature trail** – one of the items in the questionnaire in last year's apple day was the creation of a nature trail. *Issue – if so where and how?*

**Compost** – Would be a sensible benefit to residents of Sidlesham to offer a composting site/service? There is plenty of space for such an amenity.

**Playground** – Parents and children come from as far afield as Portsmouth to use the playground, and are amazed that it is free.

**National Garden Scheme** – Paul would love the Memorial Recreation Grounds to be on this list. Garden areas have been created.

**Car Park Areas** have been tarmacked but there are numerous weeds coming through.

**Fittleworth** have a Community Shop which has made £8,000 in a year. Wendy and Paul are visiting this centre this week to see if they can learn anything from them.

A member of the public talked about Shipham Gardens in Selsey which is maintained by volunteers. There was general discussion of similar sites.

Martin Mellodey said that when the Grounds and Buildings are up and running successfully, he as Chairman of the PC wants to charge the SCA a rent which would go back to the PC – Riach said that this idea was the subject for a separate meeting between the PC and SCA. Norman quoted the objects of the SCA constitution as follows: The objects are to establish and run a village hall, to promote for the benefit of the local inhabitant in the parish of Sidlesham a facility for leisure time – so with a charity one must come back to the objects of the charity. The objects are not to make a lot of money but to provide a facility for the people living in this area.

**7. Wendy Devonshire's Report.** Various Trustees had tried to book events but it had been difficult to collate and she was asked to do the job, as it was deemed to be more effective with one person taking responsibility.

Wendy's job is to liaise with Infinity via Mike French regarding football bookings and care has to be taken these bookings are compatible with others. She receives bookings via the website, the Parish Clerk, friends, and connections generally. She shows interested parties around the facilities on offer and passes completed booking forms to Norman to sort out the financial side.

## **There are various types of bookings;**

**One offs** - which include private parties adults and children, liaising with them over access, barrier height for bouncy castles etc. Karate Club for a weekend camp at the rear of the ball, The Viking Motorbike Club Social gathering in June 2025 – again camping. Sidlesham families camping weekend – Lewis Ramm. Proposed Folk Weekend with workshops etc., and camping. Gigs – music and plays. There is the possibility of an Art Trail using the building for up to 6 artists – David Draper. Wreath Making Session – Elyse, who is local.

**Regular Events** -The lunch Club; Quizzes; Classic Cars once a month; Pilates daytime – weekly; Community Choir – weekly; Open Mike Night – monthly; New Evening Exercise Class – weekly; and talks.

SCA do not make a lot of money from some of these but useful links are made. One lunch club resulted in David Draper and Riach meeting and talking to each other and this resulted in David and Graeme, his son, providing the doves and poppies boards plus other things. Last night's talk about Mind has brought a friend of David Draper's from Birdham to the Lunch Club next week. We talked a lot about bereavement and loneliness.

Bill Martin's photos of LSA people was seen by someone who recognised herself in the photo and gave us a story about her father providing the floodlights which was in the Spread. We need more support in attendance and spreading the word to these events.

Alison Tupper suggested there was nothing organised for young people, but Wendy response was that the youngsters need to organise something themselves using SCA facilities. Wendy said that she had approached the local Primary School and was hopeful of a reply. Paul said that many of the successful local halls actually employed somebody, whereas we are all volunteers.

**8. Corina Hall – SCA Secretary:** As Secretary, my main task is to take the minutes at SCA meetings, including this one. Type them and circulate to Trustees.

As well as this I am also very involved in running the Snack Bar, buying stock and selling refreshments to make a small profit, which then goes back into the SCA funds. During the summer months I have with the help of Lucinda Gibson-House opened the Snack Bar for those using the playground, adult gym equipment, orchard and grounds who wish to purchase refreshments. Also, again with the help of Lucinda, and Vivien Mellodey run the snack bar for visiting football teams and any others requesting this facility when using the playing fields. I would certainly like to have more volunteers to assist. It is not a glamorous task, often in the autumn and winter it is blowing a gale and raining, and with the side window open for customers as well as the front door it can be decided cold. With more help we could certainly open this facility more frequently, especially in the summer months for the financial benefit of the SCA funds and those looking for refreshments on a hot summer's day. We sell hot and cold drinks as well as ice cream and fruit lollies, and now we can offer alcohol within licencing hours if Infinity do not have their bar open. It is a small but fairly regular income, and I like to think that it is an asset within our community. I would like to thank David Draper and his son who have recently provided us with signs which we can put on the drive to advertise to the public when the Snack Bar is open. Today I totted up various profits made over a period of some six months and passed over to Norman £560.

**9. Tim Edwards Report:** He said that he had only recently joined the SCA as a Trustee. Listening to the work and commitment of existing Trustees he only hoped that he would be able to do the same.

**10. Election of Trustees.**

Existing Trustees are: Riach Ryder; Norman Robson, Bill Martin, Wendy Devonshire, Paul Devonshire, Corina Hall and Tim Edwards. Agreed unanimously.

Mike French proposed Alison Tupper as a trustee, this was discussed and it was agreed that Alison would attend a SCA Trustees meeting. Corina thought that there could be a conflict of interest. Riach said that it was not appropriate to discuss this further at this time, and we needed to take this further out of this meeting. The residents voted that Alison be a Trustee and the existing Trustees agreed to take this further in their next meeting.

AOB: No other business the meeting closed at 9.0pm.

## Appendix 1

### Strategy Review

#### Sidlesham Community Association

##### Vision

Our Vision places the Sidlesham Memorial Sports and Recreation Community Centre at the heart of the Manhood community, providing a sustainable, secure, culturally diverse and accessible space that is valued and supported by the people of the local community and district.

##### Mission

Our mission is to promote, enable and facilitate inclusive activities which embrace and address the education, training, employment, welfare, health, social, cultural and recreational needs of the local community and district.

##### Strategic Aims

Keep the building available, accessible and safe for the use of local people and others.

Enable a range of social, welfare, educational, training, development and health activities to take place at the Centre which responds to the needs of local people.

Provide access to advice and information for all sections of the local community.

Provide good quality services to users of the centre which focus on the social requirements of the local population.

Ensure that the Community Centre is run and managed on a professional basis particularly as regards Financial and Charitable status requirements dictates.

Consult with the local community so that we meet their expectations in the services delivered at the centre

##### Delivery of Objectives to meet strategic aims.

## APPENDIX 2

### Sidlesham Community Association

#### Annual Report for the year ended 30<sup>th</sup> April 2024.

The trustees of Sidlesham Community Association (SCA) submit their annual report for the above year during which the Association has completed the major refurbishment with the Parish Council of the premises owned by the Parish Council and known as the Sidlesham Memorial Hall. This refurbishment was jointly funded by the Parish Council and the SCA with each party committing to spend £25,000 each. It became obvious to both parties that if the hall and grounds were to become income earning then a total of £50,000 would be required and this substantial expenditure was commenced in the year beginning April 2022. By July 2024 the full sum committed had been spent and the most visible part of the expenditure is a new stage and new flooring for the main hall. Less visible, but equally important was the need to address the badly leaking roof. In order to ensure the hall could be fully used, a large part of the total expenditure was committed to a total refurbishment of the kitchen.

Although major expenditure was undertaken on the premise, Infinity Football Club were looking for a base for their club and an initial agreement was signed in August 2023. Infinity undertook much capital expenditure on the changing rooms as well as the team 'dug out' as well as the covered viewing area. This football club came to Sidlesham with much enthusiasm both on and off the pitch leading to league promotion at the end of June 2024. Much work on maintaining the quality of the pitch became essential as the SCA - through the contacts within the Parish Council - enabled a further six clubs to use our grounds during the season. This additional pressure of regular use of the changing rooms and main premise required a renewal of the waste water system; in this connection the Parish Council incurred substantial costs in renewing the waste water system on our behalf as well as the repair and renewal of the car park.

This is the first full operating year without the special external income generated from the NHS. This has enabled us to have a clearer idea of annual Indirect Costs and thus a more accurate means to cost properly our charges for external and internal events. We are now aware that these Indirect Costs are approximately £8,000 per annual for electricity, water, rates, and heating. The annual net surplus of £707 needs further explanation; during the year the final tranche of capital expenditure was undertaken amounting to approximately £4,500. It is this figure, which is not maintenance of assets, which must be added to the surplus of £707 (mentioned above) to produce a more accurate figure for the surplus at approximately £5,200 for the year. This is a creditable result when judged against income of £20,400 from our various income streams.

The main hall is now being used for both significant functions such as Burns Night where over 100 local residents enjoyed a Scottish Night of dancing and an appropriate haggis supper. These major functions require much organisation and thanks go to a now retired Trustee David Blackford for his contribution not only for this special night but also for his



contribution in raising our profile of what we can now offer. Smaller indoor functions such as the weekly choir and Pilates together with our own version of Music Night now contribute to the regular use of the building.

Externally, mention has already been made of the various soccer clubs who now call the Memorial Ground their 'home' fixture. Mike French is now an amateur but excellent groundsman whereas the Devonshires have contributed much of their Trustee time to the wider ground and internal management of the booking of ground and internal facilities.

Looking to the future we are mindful of the floodlights which are reaching their final years. Discussions are ongoing as regards their replacement particularly as the lights are not LEDs. Although the café is managed from the interior it serves outside visitors who come to watch games or support the monthly external auction. Under the able management of a Trustee Corina Hall the café produced net income of almost £3,000 in the most recent year from the sale of hot drinks and snacks.

Finally, the Trustees have become a stable part of the Association and contribute their experience of practical work, computer expertise, large function and financial management. We shall shortly be undertaking a strategic review having built up a knowledge base of those functions that appeal to local residents. With the benefit of a new alcohol licence we are now appealing to a wider group of residents and this will feature in the strategic review.