

**CODDINGTON COMMUNITY ASSOCIATION**  
**Charity Number 1192482**

**MINUTES OF THE AGM**  
**HELD ON**  
**Wednesday 2<sup>nd</sup> July 2025**  
**Held at Coddington Community Centre**

**1. Attendees: Trustees:** Malcolm Baker (Chairman), Sally Briggs-Price (Clerk), Maggie George, Debbie Brooks, Anita Smith, Jonathan Smith, Mike Hall, Quinton Quayle.

No members of the public joined the meeting.

**2. Apologies for absence:** Barry Wellard

**3. Chairman's report:**

**Coddington Community Centre**

**Chairmans Report**

**2025**

We have been reviewing our operating costs and looking for ways to reduce our outgoings to ensure we can balance our books. Our bookings are doing well with our regular users providing a majority of our income which is topped off by the ad hoc hiring of the hall at weekends. A recent sustainability report has identified some areas in which we can improve on.

At the beginning of the year, we increased our prices to all users. We identified that the central heating did not have a thermostat connected so the boiler did not know when to turn off. This has been corrected.

Following some leaks in the main hall roof we carried out some maintenance on the Velux Windows and fitted the long-awaited blinds. This maintenance identified a problem with the roof. Closer investigation, performed by Councillor Quayle, revealed that the solar panel installation left a gap in the tiles which allowed water to get into the roof and over a period of time has degraded the membrane allowing water to enter the main hall. The access required to effect repairs would be costly, this needs to be scheduled for repair.

When the Community Centre was built it was equipped with showers and a suitable hot water supply. The showers and changing rooms have never been used, and now have been decommissioned, which means that our infra structure is not correct for our usage. Over the years that the community centre has been functioning we have identified the usage of the hall and now need to adapt our supply needs. Having an external hot water tank of this size does not fit with supplying hot water for hand washing and cleaning. This was identified by the sustainability report. Following a discussion with Derry Building Services it has been recommended that changing the hot water supply to locally sited water heaters, one for the toilets and one for the kitchen/cleaner's cupboard, would be a better option. The equipment on the market today is much more efficient and includes programming to remove legionella.

We are looking to move to renewable energy sources and to reduce our Carbon Footprint. This being the target for local authority buildings. In order to do this, we would need to replace the gas boiler. Initially our thoughts were for Air Sourced Heat Pumps but following advice we started considering an electric boiler, I have received even more advice which tells me there are many options for us. Our decision needs to be carefully considered. I have also visited a Village Hall in Parwich where they have a full Infra Red heating system and find it very easy to operate. This system of heating would be totally zoned so we would only need to heat the areas being used and not the whole system.

We are currently looking for an alternative heating system for the main hall to replace the Ambirads, again there are many options available to us. The solution which is best for us is Infra-Red Heating as Air Circulation systems would upset the badminton users.

This would move us away from using gas as an energy source and therefore mean that we would not need to have annual safety inspections, and all the other costs involved in maintaining these items of equipment. Installing Infra Re heating would allow us to retain the existing gas systems until the new system has been tested.

The solar panel array is coming up to 10 years old and only single phase which does not help us with using Green Energy as we have a 3-phase power supply. Today's technology has solar panels which work in a different way and produce more power. This allows us to use more of the roof space and upgrade to a 3-phase solar panel array and in turn would allow us to use Green Energy. The addition of batteries would help overnight power consumption.

The Community Centre has long suffered with the circulating pumps in the wastewater system. In order to replace these pumps the top of the tanks need to be accessed and the new pump wired into the electrical box. This poses a Health and Safety Risk to our centre manager. There are also some electrical safety issues with the installation of the external box. An upgrade is available which replaces the recirculating pumps with a compressed air system. A new control box would reduce the Health and Safety issues which result from accessing the top of the sewage tanks and allow us to upgrade the pump system. We also now have a problem in that the final stage pumps do not work automatically, and the system needs to be operated manually every one of two days depending on usage.

The automatic door mechanism is now obsolete and needs to be replaced before it fails as spare parts are no longer available.

The Fire Alarm system is also now obsolete, and the sensors are no longer available. Additionally, we should have a maintenance contract for it. Last week we suffered a fault with the fire alarm system which cost a lot of money to fix at short notice. I am going to start looking at these systems to see what needs replacing and where we can reduce our costs by going for more local suppliers.

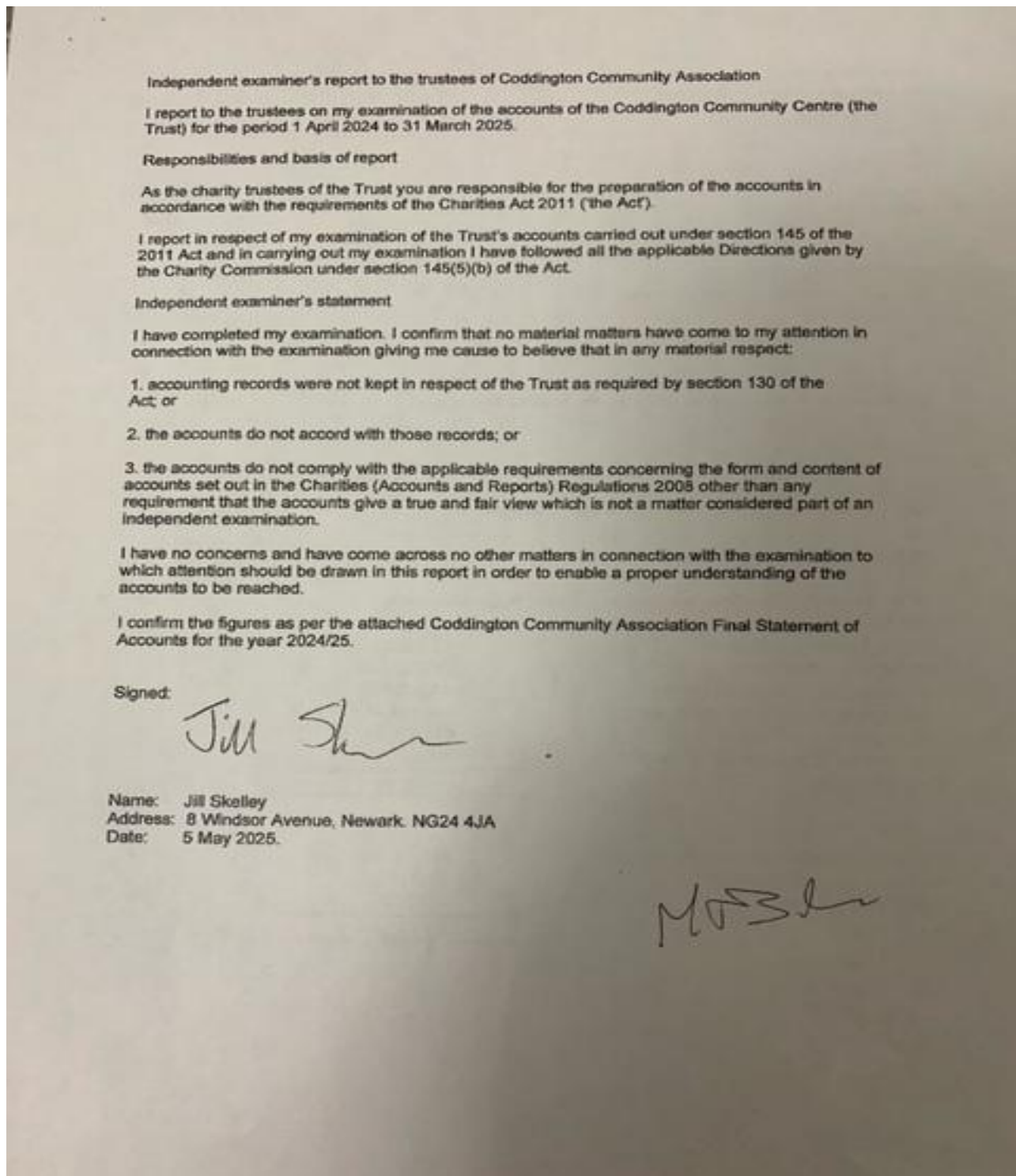
Martyn's Law will be in full force in 2 years' time; we have some preparation to do. The exit to the rear of the main hall needs to have a path to safety. Additionally, the area currently used at school drop off and pick up time needs to be laid to a hard surface to enhance the safe passage in that area as it is currently uneven and slippery in the wet.

I am in constant communication with the representative for Tritax with respect to the funding they intend to support us with. They like the idea of supporting us as they can see the impact it would have on the community and services we provide.

We are looking forward to a productive year

### 3. Acceptance of the Independent Auditor's Report for 2024/25

The Trustees unanimously agreed to accept the auditor's report and adopt the accounts. Balance sheets will be emailed to all trustees.



Independent examiner's report to the trustees of Coddington Community Association

I report to the trustees on my examination of the accounts of the Coddington Community Centre (the Trust) for the period 1 April 2024 to 31 March 2025.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

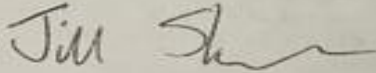
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2005 other than any requirement that the accounts give a true and fair view which is not a matter considered part of an independent examination.

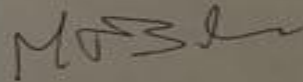
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

I confirm the figures as per the attached Coddington Community Association Final Statement of Accounts for the year 2024/25.

Signed:



Name: Jill Skelley  
Address: 8 Windsor Avenue, Newark, NG24 4JA  
Date: 5 May 2025.



## 5. Election of Trustees

- All Trustees agreed they would continue to stand on the board, all Trustees re-elected.
- Cllr Quinton Quayle has joined the board of Trustees and representative from the Parish Council.
- All Trustees agreed to re-elect Malcolm Baker as Chairman.

Meeting Closed at 19:20.