

**Minutes of the Newton Poppleford Playing Field Foundation (NPPFF)
(300848) Trustee Board AGM of Thursday 19th November 2019 held
In virtual session (due to Covid19) at 7.00pm
Draft – yet to be approved.**

Present: (Meeting was held via Zoom Webinar as per CV19 restrictions & legislation)	
<p>Cllrs: Burhop (Chair), Bilenkyj, Carpenter, Dalton, Lipczynski, Tillotson and Walker. (Quorate) Paul Hayward (Treasurer & Secretary). Geraldine Swan (representing Management Committee) 1 member of the public in attendance via Zoom Meeting commenced at 7.00pm. <u>Chair thanked all those present for their attendance.</u></p>	
1. Apologies: - Cllrs. Chapman and Hughes. Noted.	Actions
2. To consider, and if thought fit, approve the minutes of the AGM held 17/10/19: <i>These minutes had previously been approved on 16th January 2020</i> Noted and reviewed. No matters arising from those minutes.	
3. Chair’s Report: This had been circulated beforehand and is attached to these minutes for archive. No questions raised.	
4. Secretary’s Report: Clerk, as Secretary, gave a brief report on activity during the last year. Chair thanked Secretary for his efforts and diligence.	
5. Treasurer’s Report: This had been circulated beforehand and is attached to these minutes for archive. Treasurer also clarified that accounts were with Internal Auditor for sign-off ready for submission to Charity Commission by 31/12/2020. Treasurer also confirmed that next payment of £425 (for NPHPC loan repayment) was due to be paid in January 2021. No questions raised. Chair thanked Treasurer for his work.	
6. Management Committee Report: A verbal report from members of the Management Committee was received and outlined the incredible achievements and building improvements in the 2019-20 period. Chair thanked all members of the MC for their sterling efforts and for the time they give freely to this organisation. Trustee Board echoed those sentiments.	
7. Fundraising Report: This had been covered by Treasurer in his financial report above.	

<p>8. Election of Officers: Cllr. Burhop was proposed as Chair of the NPPFF by Cllr. Dalton, seconded by Cllr. Walker. No further nominations. Resolved 5/0/1 (Cllr. Burhop absten). Resolved.</p> <p>Chair sought nominations for Secretary. Paul Hayward (Clerk) was proposed as Secretary to the NPPFF by Chair, seconded by Cllr. Tillotson. No further nominations. Resolved unanimously.</p> <p>Chair sought nominations for Treasurer. Paul Hayward (Clerk) was proposed as Treasurer to the NPPFF by Chair, seconded by Cllr. Walker. No further nominations. Resolved unanimously.</p>	
<p>9. To arrange date for next Annual General Meeting: Proposed Thursday 15th October 2021 at 7pm to be held at the Pavilion. <i>Secretary: Please make booking at Pavilion using online system.</i></p>	
<p>10. Any other business / Matters of Urgency: None.</p>	
<p>Public Questions / Representations: None.</p>	
<p>With no further business to consider, the Chair closed the meeting at 7.20pm</p> <p>Chair</p> <p>Date</p>	

**Minutes of the Newton Poppleford Playing Field Foundation (NPPFF)
(300848) Trustee Board AGM of Thursday 19th November 2019 held
In virtual session (due to Covid19) at 7.00pm**

Draft – yet to be approved.

NPPFF Annual General Meeting – 19th November 2020

Chair's report

Whilst the past 8 months have been extraordinary in their own right due to the unique challenges from dealing with the Coronavirus pandemic it is important to note that this year's annual report deals with the year ending 31st March 2020. At that time the effects of the pandemic had really just become reality for a lot of people. We had been on a national lockdown for little more than a week so for the vast majority of the time this report covers it was "business as usual". That meant the usual business of renting the pavilion space to its regular users – the dog training club (twice per week), the lunch club, the dancing club and exercise club, youth club, table tennis club, gardening club and anywhere up to 3 art societies. In addition, the field space was rented to Sidmouth Town Junior Vikings FC during the winter and a combination of Newton Poppleford, Sidmouth and Exmouth cricket clubs during the summer months plus a weekly football training club. The Tennis Club also make use of a standing rent as the fields host their club too. As you can see from the above list, it makes the facilities a thriving hub for the village. In my opinion they are an essential part of the character of the parish of Newton Poppleford & Harpford. When people who have moved into the village are asked, many of them say they are very impressed with the broad range of activities that are undertaken in the village. This is no small part down to the provision of facilities to host these, such as are provided by the NPPFF. These facilities take management and I would like to extend my heartfelt thanks to the Management Committee who have worked very hard to continue to make these facilities available. I do believe that the addition of the new kitchen has not yet been fully taken advantage of and in future that is an avenue that we should seek to exploit more. On the face of it, it should be ideal for pop – up restaurants and larger catering events as well as the once – per - month lunch club and occasional annual events such as Burns Night. When this dreadful pandemic situation starts to ease its grip on the country then I feel we really can and will seek to make more of this excellent facility. In future there remains the ambition to enter into long term agreements with the football and cricket clubs. This would allow the clubs to get access to funding from their respective associations which may enable us to extend the car park at the pavilion and replace the existing changing rooms to take into account latest requirements for gender-specific changing areas. Once again, I would like to thank all those people who have contributed their time, effort and expertise in continuing to maintain these facilities for the benefit of all users. It is greatly appreciated.

Chris Burhop (Chair of the Trustee Board)

Treasurer's Report to NPPFF AGM 19/11/2020

Well, I don't think anyone expected the financial year 2019-20 to end the way it did! We started with a fairly low bank balance having spent a huge amount in the financial year before getting the Pavilion refurbishment & improvement project completed and the building ready to hire to all and sundry, and ended with a situation that meant we couldn't make use of the kitchen, the hall or even the playing field – but with a lot more cash in the bank – but at a point where hire receipts were starting to dwindle to barely nothing. Hire income for the Pavilion reduced to £6,689 from £9,408 (-£2,719) but the previous year's figures didn't include field income at £2,250 so one goes some way in offsetting the other. Fundraising was significantly reduced but that again was more related to a lesser need to fundraise simply because the majority of the refurbishment project had been completed. Grant receipts were up by £2,822, but other receipts were down £2,850. No loans were received in the financial year (but repayments were made to the residual loan balance as shown on Charity Commission Submission document). Finally, a significant difference in the receipts value was the £11,272 reduction in VAT reclaimed – 2018/19 - (which related solely to the major refurbishment costs incurred in that period). In terms of expenditure, the figures are fairly consistent year-on-year with the £59,000 difference being attributable almost entirely to £45,900 building costs, the £9,839 VAT paid on those costs (and other purchases) and the repayment of £3,400 to the Parish Council for their cashflow advance. We opened a new bank account in the year (Starling) to provide a better online banking service, which also provided a bank card for small purchases, but resolved to close the 3 Co-op accounts as they had become somewhat obsolete and were not efficient in terms of online access and response times, albeit they were still open at the end of this financial year. In other news, we are inching closer towards proving ownership (title absolute or possessory) of the Playing Fields and the Parish Council has commissioned a local Surveyor/Valuer to undertake the necessary searches etc. to enable an application to be submitted to the Land Registry to seek the title recognition we desire. This will assist future grant applications where proof of title is mandatory to enable the release of funds for long term projects. In summary, and things are a little bit tricky to predict due to the ongoing impact of Covid, the charity has a reasonable level of reserves to weather the storm that approaches and allows us to hire where we can, and continue maintenance works, whilst not fretting about the pounds, shillings and pence. Happy to answer any technical questions on the accounts.

Paul Hayward (Treasurer and Secretary)