



Minutes of SPCA Meeting held at 7.30PM on Tuesday 28th April 2026 in the Parish Council Office

1. **Welcome / Apologies:** The meeting was called to order by Audrey Gordon at 7.30PM.

Trustees in Attendance: Linda Alley, Mick Cooper, Mark Gardner, Audrey Gordon, Fiona Jewson, Sarah Morgan, Ian Pegram, Kevin Ritson

Trustees Apologies: Rosalind Guy, Lesley Phoenix, Matt Reeves.

Members of the public in attendance: None

Other : Apologies from Louise Grainger

2. **Introductions:** The new Trustees, Fiona and Linda, were introduced to the Trustees they had not already met.

3. **To receive declarations of interest:** None

4. **Review and accept minutes of last meeting (and matters arising):**

Minor amendments were made prior to the meeting. The Minutes were proposed by AG, seconded by IP and accepted by all.

5. **Public Participation:**

None

6. **Chairperson's report:**

Please see attached.

AG attended 2 BVA courses focusing on Grants/Fundraising.

Grants applications currently being progressed are to Four Lanes Trust and One Stop.

The Seated Yoga class has stopped, hopefully temporarily, and a substitute is being investigated.

Trustees were reminded about the Eurovision Night (16th May) and World Cup Event (17th June) and, of course, Sherfest on 4th July.

There will be a meeting on 7th May (MC, AG, SM, LP) to review the Draft Procurement Policy and it will then be brought to the next meeting to be finalised.

7. Finance Report:

Sarah presented a summary of the first half of the Financial Year (attached). Areas where there was a significant variation versus the Budget were similar to those for the first quarter, except for the income (grant) and costs associated with the Kitchen Refurbishment. Regular Hirer is down, being partially impacted by the way room use is recorded for Well-Being activities.

8. Manager's Report:

(Sarah read the information provided by Louise in her absence)

Possible new hirers- U3A & Nail It (women's DIY). Polling Day hire on 7th May, will also provide good revenue.

Café start time has been change to 12.30pm, prices and menu items have also been revised form April 1st

Besides the events reported above, the Café run to support the Wellness event in 25th April raised over £200 and A Coach trip for the Over 55s and friends to Poole on 25th June is being organised.

Sherfest: Grant applications have been made to Sherfield Park and Chineham Parish Councils (also for the Coach Trip).

Cheryl has signed to take up a full time opportunity and we wish her well

9. Sherfest

Sarah B. provided notes on outlay so far (£2.7K covering First Aid, Refrigerated Van and the Petting Farm) & money received form Sponsorship and Food Vendors/Stalls who have booked (H&S note -any generators used should be diesel not petrol).

Fiona And Linda volunteered to deliver letters requesting raffle prizes (ideally with a programme of events).

Security for the event itself and for the refrigerated van overnight needs to be considered (? temporary security cameras)

10. Agree Date of Next Meeting:

Tuesday 26th May 2026, at 7.30pm

Approved and signed by

.....Audrey Gordon.....

On: 26.05.2026

Audrey Gordon
Chair, Sherfield Park Community Association