



Minutes of SPCA Trustees Meeting held at 8 PM on Wednesday 26TH January 2022 via Zoom

1. **Welcome / Apologies, Introductions:** The meeting was called to order by Carl Lesh at 8 PM.
Trustees in Attendance: Carl Lesh, Audrey Gordon, Sarah Morgan, Claire Walker, Ian Pegram and Sue Yearsley
Members of the public in attendance: Jenny Vaux, Steve Levin
Centre Manager: Louise Grainger
Centre Assistant Manager Sarah Bicknell
2. **Introductions:** None
3. **To receive declarations of interest:** None
4. **Review and accept minutes of our last meeting:** Reviewed and accepted
5. **Public Participation:**
Steve Levin asked for the committee's thoughts on the growth of the SPCA and the centre. Louise responded that the centre is near capacity in that there is a waiting list for the main hall. The nursery is also at capacity with a waiting list. There are a number of ways in which the centre could be expanded and these need to be explored in full. Please see section 10 below regarding the new housing development.
As regards volunteers, it has always been difficult to attract new volunteers and trustees but we could approach the BVA for advice, and do a leaflet drop.
Jenny Vaux pointed out that the numerous volunteers who came forward during lockdown have largely returned to their main employment. She suggested that trustee vlogs on the website might be helpful in encouraging people to come forward.
6. **To receive matters arising from previous meetings not covered elsewhere on the agenda:** None
7. **Managers monthly report:** Please refer to Louise's centre report for January 2022. In addition, Louise shared a quotation for repairs to the nursery toilets. All were in agreement that this was acceptable and should go ahead.

8. Finance Report:

Please refer to Sarah M's spreadsheets. Sarah suggested a quarterly review of maintenance requirements. We are currently moving money to the maintenance account each month but will need to transfer relevant amounts back as necessary.

Regarding the search for a new accountant to carry out our annual reviews, there has been considerable difficulty in obtaining quotes. However, Andy from PKB Accountants came to meet with Sarah, Claire and Sue recently and we were all most impressed with his approach and knowledge of charity accounts. All agreed that his quote of £700 plus vat was acceptable and that we should instruct PKB to act for us. Andy recommended that we use Sage for our accounts, as the Charity Commission will be requiring digital accounts in the near future.

9. Health & Safety: This is covered in the Manager's report.

10. Sherfield Hill Farm – proposed Miller Homes Development:

There is a meeting arranged with Miller Homes which will be attended by the centre manager, a number of trustees, representatives of the Parish Council and Jenny Vaux. Planning permission has not yet been approved but if it goes ahead it is expected that the residents of the new development will certainly use our facilities. Initially, 180 new homes are expected to be built, with a further 200 anticipated. If Miller Homes agree to any financial support for expanding our facilities there are a number of ideas we could put forward. The following suggestions were made:

Expansion of the nursery

Expansion of the car park

Outside sports storage facilities, allowing us to make better use of the side path area.

11. AOB: Carl expressed his thanks to Vince for his excellent paintwork in the main hall.

12. Next meeting: The next regular meeting will be on 30th March 2022.

Approved and signed by



Carl Lesh
Chairman
Sherfield Park Community Association

On: 31st March 2022