

# GSCA CIO Annual General Meeting Minutes

7.30pm, Thursday 14th May 2026

Meeting at Marigold Room, Village Hall, Guilden Sutton

1	<p><u>Attendance</u></p> <p>Phil Lathaen - Chair Sarah Connolly - Treasurer Rachael Whelan Derek Hughes Vicky Black Michelle Lloyd-Kerfoot Alice Hay Samantha Wareham - Secretary Brian Lewin</p> <p><u>Apologies</u></p> <p>Samantha Wareham &amp; Brian Lewin were en-route.</p> <p>23 members attended including the 9 trustees above.</p>
2	<p><u>Previous Minutes Approval</u></p> <p>Approval of the Minutes for the AGM of 22nd May 2025 unanimously approved by show of hands.</p>
3	<p><u>Chair's Report</u></p> <p>Phil Lathaen read out his report (attached).</p>
4	<p><u>Treasurer's Report</u></p> <p>Sarah Connolly read out her report. Paper Copies were available and electronic copies had already been circulated by email to members. The format of which has been adjusted to simplify it following feedback from members last year.</p>
5	<p><u>Election and Re-election of Trustees</u></p> <p>Three trustees; Sarah Connolly, Derek Hughes, and Rachael Whelan, retired and immediately stood for reelection in accordance with the GSCACIO Constitution.</p> <p>Derek Hughes' reelection was proposed by Michelle Lloyd-Kerfoot and seconded by</p>

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	<p>Alice Hay.</p> <p>Sarah Connolly's reelection was proposed by Derek Hughes and seconded by Rachael Whelan, Rachael Whelan's reelection was proposed by Samantha Wareham and seconded by Robin Norrie. All were reelected and remained in post by unanimous show of hands.</p> <p>Alice Hay has stood down from the trustees. Phil thanked Alice for all her efforts over the years as a GSCA Trustee.</p> <p>No new candidates came forward for election. It was noted that we will be operating with one less trustee than previous years.</p> <p>Phil noted that If anyone would like to know more about becoming a trustee and what they could do to help, then please approach one of the trustees or contact us via email.</p>
6	<p><u>Appointment of Auditor</u> Mr Andrew Winstanley has said he will stand to be voted in as auditor. He was appointed by show of hands as auditor of the accounts.</p>
7	<p><u>Points from the Floor</u> Vivian Downing expressed concern for the Photinia bushes outside the front entrance of the hall. There is a profusion of blossoms with very few leaves. She has discussed this with a gardner at Okells, and they have said it is a sign of stress. They advised heavy pruning to encourage new leaves. Vivian has asked for permission to prune heavily (whilst retaining the globe shape). Approval was granted.</p> <p>Vivian also thanked the trustees for adding new slate to the pots. Phil acknowledged this was Michelle Lloyd-Kerfoot and thanked her for organising the replacement slate.</p> <p>Vivian also noted that the red bicycle that is attached to the bike rail by the Parish notice board is now in disrepair and the troughs that she replenished yearly with pansies have now deteriorated beyond repair. Vivian proposed removal of the bike. Approval was granted and Robin has agreed to remove and dispose of it.</p> <p>Vivian proposed a date to be put in the diary for the annual quiz. The 3rd of October was agreed.</p> <p>Robin thanked all the trustees for all their work this year, and asked that the thanks was formally noticed in the minutes and communicated to other members. Phil acknowledged Robin's thanks on behalf of all the trustees. Phil also noted that</p>

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	<p>there is much more we could and want to do but the trustees are limited in capacity by the number of trustees and volunteers.</p> <p>Phil informed all members that if there is anything anyone wants to raise then please get in touch. The trustees can make fairly swift decisions where necessary via our WhatsApp group, rather than waiting for a decision at the regular meetings.</p> <p>Brian Lewin expressed concern that there is roughly a membership of 180 people despite there being over 600+ houses. He asked that consideration be given to how young people could volunteer (potentially as trustees) in support of the community.</p>
8	The chair thanked members for attending and closed the meeting at 8.15pm.

## **Chair's report**

The AGM of the Guiden Sutton Community Association is an opportunity to review the last year, keep members informed of activities and give members an opportunity to share their views.

### **The Community Association continue to host community events in the village.**

The Christmas Lights Switch on is always popular. For the second time we ran the event in the Village Hall to weatherproof the event and allow for more stall holders to showcase (and sell) their products. Thanks to all those who make this event the success it continues to be.

The Village Quiz was again held in the Village Hall. As ever this was a well-attended and enjoyed event. This year the event was organised by the Trustees who are grateful to Vivian and her team for continuing to be Quiz Masters.

Although not directly run by the Community Association the 2025 Village Fete was blessed with sunshine and again was successful. Thanks to the Fete Committee for their efforts in 2025. Unfortunately, the Village Fete will not take place in 2026.

West Cheshire Athletic Club again ran the Guiden Sutton 10k and Fun Run in 2025. The event will not take place in 2026 due to increased costs but WCAC hope to bring the event back in 2027 with a new route. Thanks to the Scout Group, Trustees and others for supporting this event.

### **Maintenance of the Village Hall has been a focus.**

Several measures have been introduced to address safeguarding concerns raised by pre-school in response to the Southport attacks in 2024. The trustees continue to work with the pre-school on ensuring the Village Hall remains a good home for their needs.

Current focus is on plans to install a toilet into the Marigold Room. Plans are agreed, Building Control have approved the plans, and the trustees are working to appoint a contractor to complete the work.

Unfortunately, the new roof was found to be leaking and trustees worked with previous trustees, consultants and installers to address the problems. Additional maintenance is required because of the design (narrow gulleys) and arrangements are in place for that maintenance.

Work is ongoing to further exploit the benefits of having installed solar panels as well as introduce more efficient heating controls.

The financial report will follow, and I will not cover that here. We are grateful to all users of the village hall and are pleased to have been able to add new regular bookings. We are also now able to welcome bookings including Bouncy Castle's. There is capacity for more bookings, and we would welcome those to ensure we generate the level of revenue needed to run the Village Hall.

### **Thank you to all the trustees for their work during the last year.**

They are critical to keeping your Community Association and Village Hall running. I would particularly like to thank Brian for his efforts picking up from Peter who stood down last year but continues to support us. Thanks Peter. His perseverance addressing maintenance issues has made a difference with important focus on leaks associated with the new roof.

### **Volunteering in the community**

Finally, I think it is important to highlight the criticality of volunteers across the community. The recently distributed Marigold focused on this issue and highlighted the areas where more volunteers are required to continue delivering community activities and events. The Scout Group, Community Association and Village Fete were the areas highlighted but I don't believe those are the only areas that need more support. The ask is that YOU think about how you can help the community by volunteering.

## **Treasurers report**

2025 was a relatively quiet year for the CIO financially. There was a much smaller amount of major property expenditure, after the previous year when the roof was replaced, solar panels were installed, and the toilet block was refurbished. This year the fencing around the outdoor area was replaced for safeguarding and security improvement.

The events that took place included the Murder Mystery evening hosted by the Tattenhall Amateur Dramatics Society, the Village Fete, the quiz later in the year hosted by Vivian, Robin, Val, and Al, and the Christmas Lights switch-on. All of which were fantastic events, and the CIO, and I'm sure the community, are incredibly grateful to those who gave time and huge effort to organise them.

The accounts show an overall surplus of £6k in 2025, and bank balances of approximately £48k belonging to the CIO, with additional funds totalling roughly £11k being ringfenced for the village fete and the Christmas lights events.

The income and expenditure are grouped together this year, so it is clearer to see information about the operational activities first, followed by the property spend. Events income and outgoings are included separately for a clearer picture.