

ANNUAL GENERAL MEETING MINUTES

Thursday 9 October 2025 at 5:00pm

Graylingwell Chapel

Item	
1.	Welcome and Introductions and apologies for absence. The Chair welcomed everyone to the meeting and set out the purpose of the Annual General Meeting for the Trust. Apologies from Nicky Dodd
2.	Minutes of the AGM held Wednesday 16 October 2024 The minutes of the AGM were presented and agreed as a true record.
3.	Chair's Statement 2024.2025 The Chair, Sue James summarised her statement outlining the progress and achievements of CCDT over the year of 2024 to 2025. Thanks were given to staff and volunteers for their effort A challenging but successful year saw CCDT acquire the Marchwell Studios site, secure National Lottery Heritage funding, and raise over £100,000 for the community cycle workshop. Volunteers received the King's Award, and we didn't know but it was the last year with Clare de Bathe as CEO.
4.	Presentation on CCDT's work 2024.25 CEO Liz Woodsell presented details of achievements throughout the past year, and the strategy for the future. CCDT has grown into a sustainable, community-rooted organisation managing 14 assets. Thanks were given to Clare de Bathe, trustees, staff, and volunteers—recognised with The King's Award. Work continues on Marchwell Studios and plans progress for the Red Brick Pavilion. CCDT remains focused on its five-year strategy to strengthen communities, expand facilities, and achieve carbon neutrality.
5.	Receipt of Annual Report and Financial Statements for the year to 31 March 2025 CCDT's treasurer, John Eagles, put forward the accounts for approval 1 April 2024 to 31 March 2025. He provided insights into the past year's accounts, raising attention to key findings, primarily that the majority of income is restricted to refurbish Marchwell Studios and presented the accounts to the AGM. He showed analysis of The Chapel and The Pavilion which generated a small profit and Havenstoke Park which runs at a loss.
6.	Appointment of trustees and re-elections Sue James and John Eagles were reappointed Sophie Hamnett and Tony Cross were appointed Noted that Peter Day has resigned and Liz Woodsell has replaced Clare de Bathe as Company Secretary

7.	Appointment of Blue Spire as auditors of the Trust Blue Spire based in Chichester; West Sussex were proposed by the treasurer as the accountants and auditors of the CCDT. This was seconded by the chair, and all voted in favour of working and appointing Blue Spire as Auditors for 2025.2026
8.	Questions Request for minutes – will be on website by 16 October 2025 Date of AGM 2026 – dependent on Financial Audit, but will be October 2026 Residents Levy – see separate sheet Location of Community Garden – unable to change as part of original planning
9.	Close of AGM There was no other business, and the AGM closed at 6:15pm