

61st ANNUAL GENERAL MEETING of the HALLAM COMMUNITY AND YOUTH ASSOCIATION

Thursday 6th November 2025 8.00pm

Present:	Members:	NJ Brown (Chair), R Ballantyne, J Boles, A Bone, L Bryant, R Bryant, A Coomer, P Curtis, D Dixon, R Edgar, L Garner, R Gregory, A Goldthorpe, E Hill, P Hill, T Kent, D Marshall, G Meininger, J Meiring, G Riley, P Riley, S Saunders, H Shenton, D Smith, J Smith, M Thompson, B Wilkins, P Wilkins, P Woll
	Guests:	Sue Alston (Councillor), Andrew Sanger (Councillor), Cliff Woodcraft (Councillor)
Apologies:	Members:	G Blincow, I Blincow, A Kent, J Lancaster, K Lancaster, C Roberts, C Saunders, I Saunders, S Wilson, W Wilson

1. Apologies

2. Minutes & Approval of the 2024 AGM

The minutes were accepted as an accurate record, **Proposer** – Derek Smith; **Seconder** – Gerry Meininger. All present were in favour.

3. Chairman's Report:

Looking back over the year ending August 2025

Improvements: It has been another busy year for the Association with further major improvements to Hallam Hall. Last December the 15-year old central heating boiler failed and was replaced with a new and efficient Worcester Greenstar unit. In the Spring, remote sensing for both heating and water was installed, which is controlled via an app. This is an excellent way to ensure that the building is only heated when required. The additional solar photovoltaic panels installed last year, with funding from the government's Low Carbon Community and Culture initiative, have reduced our carbon output by 2.4 tonnes thus far. In the last couple of weeks our electricity meter has been upgraded to allow us to both import power and also export the excess energy we generate from the Solar panels once our large capacity battery has been charged. This also allows us to charge our battery over-night in the winter months when the cost/unit energy is cheaper, to use during the day and evening when the energy demand of the building is high. The boiler and PV panels in addition to replacement of the front portion of the roof with insulated aluminium panels last year, are going some way to fulfil the Associations long-term objective to reduce the carbon footprint of the Hall towards net-zero. In addition, our utility costs have reduced by approximately 25%. Other minor maintenance has included patio and deck repair and cleaning, replacement of window panels and cleaning the curtains in the three main areas. Thanks to Alan Bone for his stalwart efforts in keeping the Hall well maintained.

Fire Safety: Earlier in the year Ranmoor Health and Safety performed a comprehensive fire risk assessment of the Hall. Following a few relatively minor repairs we are fully compliant with all fire regulations. As recommended by the report we have recently implemented 24-hour monitoring of the fire alarm. This gives us assurance that if there is a fire or the alarm sounds out of hours then HCYA personnel will be alerted to call the fire brigade.

Membership: New membership software has recently been implemented to manage the membership database and annual subscription payment. Membermojo is an on-line software package which has been customised for our needs by the Membership Secretary Patrick Riley and his wife Gill Riley. Huge thanks to you both for the substantial amount of work undertaken to make this 'fit for purpose' for the Association.

Sections: It is really heartening that the Associations' Sections continue to thrive, welcoming a number of new members over the last year, which has helped to maintain our overall numbers, with some Sections have waiting lists. Thank you to all Sections and the committees for all their efforts and hard work to ensure that our activities continue to flourish.

External Hires: Hallam Hall is increasingly popular to hire for a wide variety of celebrations and events, with a large increase in the number of bookings over the last year. Whilst this is a very welcome revenue stream, and great that the Hall is being used to virtually full capacity, we are fully aware that a balance is required to accommodate the needs of our Sections and not overstretch our personnel. Hires require additional cleaning, organisation, bar supplies and can be challenging. Thank you to Tracy for all her hard work in managing the bookings and all that that entails as well as managing the bar.

The AV facilities installed a couple of years ago, supported in part by a Ward Pot Fund grant from SWLAC, are well used by our members and are attractive for external hires. Feedback on our facilities is excellent.

Green Belt Development: a representation on behalf of HCYA members was submitted to the Government Planning Inspectors considering the land between Lodge Moor Road and the Conduit as possible development site for in excess of 250 homes. Focus was on safety, feasibility, road access and proximity to the Peak Park Boundary. The outcome should be made public early in 2026.

Community - based initiatives: for a number of years this has been an objective of the Association and our aim to increase such initiatives is continuing. The Wildspaces Section formed a couple of years ago, have established their first community project on the grass verge in front of Redmires shops with Environment funding from the Council (Southwest local area committee SWLAC). Bulbs were planted in the autumn, wild flower seed sown in the spring, a rope fence demarcating the area erected and a sign has recently been ordered. Further projects to involve local residents are under discussion. The Association was also awarded funding from the SWLAC for a Community Bench on the corner of Slayleigh Lane and Chorley Rd, which has now been installed Thank you to Jennifer Meiring (recent Chair of the Art Group) for leading on this.

Coffee and Chat every Wednesday morning continues to thrive with increasing numbers of local residents attending. We have regular visits from Steven Gayle, Community Development Worker, Age UK who assists us in a number of areas. The annual fete, this year led by Hallam School PTFA and supported by HCYA, was extremely successful and well-attended. We also supported the successful circus held on the Village Green in May.

Book Boxes continue to be well used. Unfortunately, the box sited in Spider park has been damaged on a couple of occasions over the last few months. This is currently being mended and will be re-sited at the Crimicar Lane end of the path running parallel to the cricket pitch.

It is timely to mention our three LibDem Councillors, Andrew Sangar, Sue Alston and Cliff Woodcraft who are in attendance this evening We thank you for being so supportive of the Association, for all your guidance and advice, for attending events and for informing us of any pertinent funding opportunities that arise. Thankyou also to the whole team at the SWLAC.

Looking ahead to year ending August 2026. Plans and Issues.

Kitchen Refurbishment: We have decided to refurbish our catering facilities. The kitchen is a very well used space by members and hirers and was last renovated in 2013. It is showing signs of wear-and-tear and requires updating, for both safety and aesthetic reasons. Redundant cupboards will be removed and replaced with accessible units. Essentially, we will reuse the carcasses but replace cupboard doors and drawers and install a new worktop. A new fridge freezer and microwave will also be purchased. The work is scheduled for the Spring school half term break and we have obtained part funding from the SWLAC Ward Pot Fund for which we are very appreciative.

Hall Storage: Storage in the Hall has always been at a premium. Despite regular attempts to dispose of or recycle unused items, we need more space. We plan to review storage, determine whether the current space can be better used and investigate external storage possibilities e.g. container, small outside building perhaps with toilet facilities, which would require grant funding. To this end a questionnaire has been prepared and sent to Sections and our regular external hirers including Heights and HCS. We will seek wider views from the membership and friends once the initial responses are collated. This will all be reviewed in the Spring and a plan formulated. Thanks to Sam Saunders for leading on this initiative.

Hall Maintenance: It has been identified that the building requires a new consumer unit (fuse board) as the circuits on our existing unit are at capacity. This will be replaced in 2026 and represents a significant expense for HCYA.

Additional Assistance: We have been approached by a local A level student Joseph Sewell, who is undertaking his Duke of Edinburgh award and wishes to assist us with various tasks in the Hall. Working alongside Tracy and I he will undertake a number of electronic and manual tasks, which will invaluable to us. These will include electronic archiving of paper records, constructing a fire training video for our members and the website, cleaning tables and chairs etc. We have a long list but we may approach Sections for additional tasks if there is time. Joseph is with us for one hour/week for 12 months.

Supporting and Engaging our Community: Over the last year we have forged improved relationships with Hallam School PTFA, supporting their endeavours in organising this year's successful fete. It is likely that the PTFA will lead again on next year's annual fete which is scheduled for 4th July and we will again support this, providing the facilities, an external bar and some stalls and activities. Our aim is to build on this relationship, developing a bidirectional support network for both our organisations activities. In addition, we continue to explore the idea of a Community Cinema which we hope will bring both parents and children into the Hall.

We are delighted that the activities and reputation of HCYA are reaching the wider local community, with new members joining, increased participation from non-members at the Coffee Mornings and the Wildspaces Section's activities are attracting interest from local residents. This is likely due to the improved website, the regular 'What's-

On' emails to our members and friends email distribution list, and our increased social media presence on local sites. We are also excited to announce that HCYA has been approached by Sheffield City Council and will become an additional polling station for the local Council Elections on 7th May. This is a fantastic opportunity for local residents unfamiliar with Hallam Hall to see the facilities we have to offer.

The age demographic of our members is increasing. We need to somehow encourage younger members to join HCYA, which will in time allow for succession planning of the administration. This is a challenging area to navigate and I welcome any ideas you may have. We must continue to discuss and action all possibilities to ensure that the excellent facilities and activities provided by the Association which we have all worked so hard to achieve, exists for future generations.

Finally, I want to thank my fellow Council members in particular, for all your hard work, enthusiasm, guidance and support. Thank you also to all members involved in the organisation and participation of our vibrant Sectional activities. You have all made my first year as Chair rewarding and enjoyable. I look forward to working with you all to ensure a successful 2026 for the Association.

4. Treasurers Report:

The accounts to 31st August 2025 had been prepared and independently examined. A summary sheet was prepared for the AGM – see below. The accounts showed that the HCYA is in a healthy financial position. Anyone requiring a copy should contact the Treasurer treasurer@hcya.org.uk.

This year 2024/2025, income had increased by approximately £21,000 when compared with 2023/2024, with a decrease in expenditure of approximately £27,000, and showed an operating surplus of £23,739 after contributions from sections but before expenditure on Solar panels of £22,778.

Income from Hall usage, membership and gift aid, grants, and net fundraising ~~increased to~~ was £70,673 (2024 - £49,628). Expenditure decreased from £81,581 in 2024, to £53,719 in 2025, largely due to no major expenditure for building maintenance or refurbishment. Expenditure incurred included minor building maintenance, cleaning, repairs and renewals, utilities, insurance and Council Tax/ground rent (see details below).

At the start of the accounting year the cash balance was £33,901. Taking into account the operating surplus £16,954, contributions from Sections £4,909, the non-cash depreciation £11,755, the purchase of solar panels and movement in current assets, the closing balance on general funds at 31st August 2025 was £48,833.

It was proposed that the accounts be accepted as a true record all were in favour. The accountants UHY Hacker Young were thanked for their excellent work and auditors re-appointed for a further year (**Proposer** – Alan Bone, **Seconder** – Rosemary Gregory). All were in favour. The members all thanked the Treasurer for his continued dedication and hard work during the year.

5. Secretary's Report:

The mandatory Fire Drill paperwork had been circulated to all Sections and the regular Hall hirers. Completed forms were returned by 31st January 2025. There were some minor issues identified during the process which have now been resolved; including paperwork inconsistencies and lighting at the rear of the Hall. It was also agreed for 2025/2026 that persons with a disability and/or neuro-diverse individuals could be warned ahead of time that the Fire Drills would be taking place, following advice from Ranmoor Health and Safety.

The Secretary was happy to continue to contribute to the Finance subcommittee (Chair, Treasurer, Secretary, Minutes Secretary) to review Hall Management Charges (HMC) and regular hirer charges (Hallam Choral Society, Heights Dance School) and make recommendations to Council. Thanks were given for all the hard work carried out during the year.

6. Membership Secretary's Report:

The on-line membership system has now been introduced MemberMojo, with three administrators - the Membership Secretary, Chairman and Treasurer. Section Heads also have access to the system. The software is good but at the moment does not support subscription payments by Direct Debit. Software will be written to interface with MemberMojo to rectify this.

Member numbers have now increased to 340+, returning to pre-COVID numbers. The rate of renewal is low for this year, likely due to subscriptions renewals now being sent via email. 117 members have yet to renew and Section Leaders are asked to prompt their members.

Thanks were given for the extensive work during the year especially for implementing the new software system.

Renewal Method	2025/26 (Incomplete)	2024/25 Actual	2022/23 Actual	2021/22 Actual
Direct Debit	178	178	168	210
Cheque/Cash /Transfer	76	99	90	86
Total member	230-347	278	258	296
% by Direct Debit	51%	64%	65%	71%

7. Subscriptions for 2026/2027:

The recommendation from Council is for a uniform subscription of £25/annum for all methods of payment, with the differential between direct debit payment (£22) and all other means (£25) being removed. The reasons for this recommendation was that subscriptions have not increased for a least three years, one subscription amount for all payment methods would make the administration easier and more members are paying bank transfer. The new software system sends automatic reminders that payment is due.

Following discussion, it was proposed that the differential payment be removed and that subscriptions are £25 pa for 2026/2027 for all members. The majority were in favour – the motion was carried.

8. Election of the Honorary Officers of the Association (Executive):

The current Executive (see below) were all willing to stand for re-election for the period ending at the AGM November 2027; no further nominations had been received prior to or during the AGM. Please note that the honorary President of the Association, Graham Blincow, is a permanent office and therefore not elected.

Chair	Nicola Brown
Vice Chair	Tracy Kent
Treasurer	Andrew Coomer
Secretary	Hilary Shenton
Hall Manager	Alan Bone
Bar Manager	Tracy Kent
Membership Secretary	Patrick Riley
Hall Subcommittee Chair	Peter Curtis
Minutes Secretary	Linda Garner

It was proposed that the officers be re-appointed en bloc for a further year. All were in favour. The Executive were thanked for their valuable contributions during the year.

The meeting closed at 8.55pm.

ACCOUNTS SUMMARY
YEAR TO 31 AUGUST 2025

	This Year £	Last Year £
INCOME		
Subs and Gift Aid	7,528	8,414
Use of Hall	34,785	30,129
Fundraising	10,031	17,521
Fundraising costs	-4,128	-11,236
Other income	473	894
Grants	21,984	3,906
Total Income	<u>70,673</u>	<u>49,628</u>
EXPENDITURE		
Maintenance of building	7,873	43,921
Cleaning	10,324	8,969
Repairs and Renewals	6,521	3,516
Utilities/Council tax/rent	4,800	8,093
Building costs	<u>29,518</u>	<u>64,499</u>
Insurances	1,595	2,509
Other costs	10,851	6,269
Depreciation	11,755	8,259
Total expenditure	<u>53,719</u>	<u>81,536</u>
OPERATING SURPLUS	<u>16,954</u>	<u>-31,908</u>
Contributions from sections	5,847	5,949
SURPLUS	<u>22,801</u>	<u>-25,959</u>
Surplus retained in sections	938	-77
HCYA SURPLUS	<u>£23,739</u>	<u>-£26,036</u>
Cash & Bank	<u>£48,833</u>	<u>£33,901</u>
Solar Panels	£ 22,778	£ -
Projectors and screens	£ -	£ 10,506