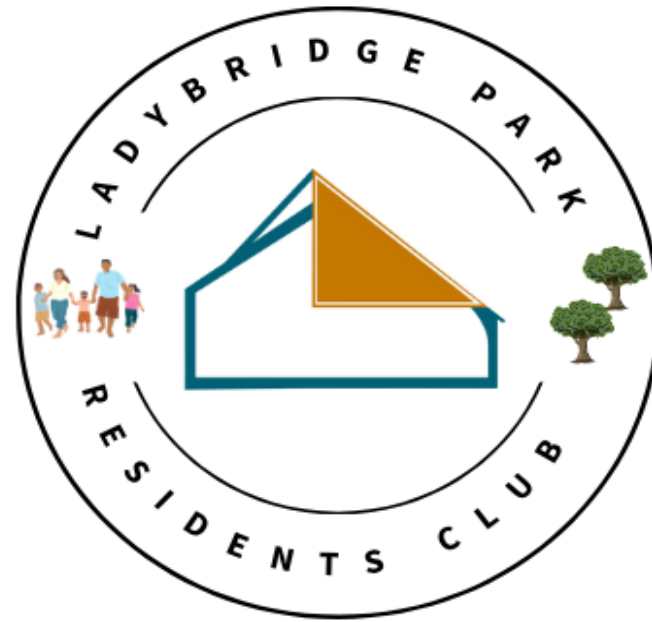




**Ladybridge Park Management
Company Ltd**

AGM 29th October 2025



AGM Agenda

Welcome by Chairperson on behalf of the Trustees.

Minutes of last AGM dated **30th October 2024** and Matters Arising.

Election of Trustees.

Presentation of Annual Accounts and matters arising.

Appointment of Accountants.

Chairpersons Annual Report

“Plot Holders” Resolutions as registered with the management Company prior to 8th October 2025.

Any Other Business.



Minutes of AGM 2023 - 24

Matters Arising



Election of Trustees

Application from one existing member of MANCO and two other new member appointments currently serving as co-opted members.

All applications supported by a proposer and seconder.

- Re-appointment of Robert Dawson for three-year term
- Peter Brickenden
- Melvyn Coote

No other applications received.



Ladybridge Park Management Company Limited
Trading Profit and Loss Account
For The Year Ended 31 March 2025

	2025		2024	
	£	£	£	£
TURNOVER				
Bar sales		139,872		137,683
Room hire		8,014		7,647
Sports hall hire		25,554		30,454
Levies		123,206		123,233
		<u>296,646</u>		<u>299,017</u>
COST OF SALES				
Opening stock - finished goods	4,080		5,125	
Purchases	80,434		80,688	
Royalties and licence fees payable	1,338		995	
Club entertaining, event costs and TV sports	13,612		14,116	
Other direct costs	506		538	
Closing stock - finished goods	(6,807)		(4,080)	
		<u>(93,163)</u>		<u>(97,382)</u>
GROSS PROFIT		<u>203,483</u>		<u>201,635</u>
Administrative Expenses				
Manager wages	33,197		29,697	
Employers pensions - defined contributions scheme	1,101		837	
Bar staff	38,468		32,531	
Rates	1,435		(9,637)	
Light and heat	43,050		48,403	
Water rates	5,815		4,928	
Repairs and maintenance	14,153		14,252	
Cleaning	19,579		18,289	
Hire and leasing of plant, equipment and vehicles	2,872		2,604	
Computer software and IT costs	2,631		524	
Insurance	6,474		5,902	
Printing, postage and stationery	437		2,390	
Telephone	868		824	
Accountancy fees	5,788		6,110	
Legal & professional	1,597		6,905	
Bank charges	3,698		4,215	
Depreciation	21,428		17,924	
Sundry expenses	1,294		788	
		<u>(203,885)</u>		<u>(187,486)</u>
OPERATING (LOSS)/PROFIT		<u>(402)</u>		<u>14,149</u>
Other interest receivable and similar income				
Bank interest receivable	-		357	
		<u>-</u>		<u>357</u>
(LOSS)/PROFIT FOR THE FINANCIAL YEAR		<u>(402)</u>		<u>14,506</u>



Ladybridge Park Management Company Limited
Balance Sheet
As At 31 March 2025

		2025		2024	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	3		513,862		523,871
			<u>513,862</u>		<u>523,871</u>
CURRENT ASSETS					
Stocks	4	6,807		4,080	
Debtors	5	20,636		19,529	
Cash at bank and in hand		<u>77,458</u>		<u>74,864</u>	
		104,901		98,473	
Creditors: Amounts Falling Due Within One Year	6	<u>(24,828)</u>		<u>(28,007)</u>	
NET CURRENT ASSETS (LIABILITIES)			<u>80,073</u>		<u>70,466</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>593,935</u>		<u>594,337</u>
NET ASSETS			<u>593,935</u>		<u>594,337</u>
CAPITAL AND RESERVES					
Called up share capital	7		5		5
Other reserves			500,000		500,000
Profit and Loss Account			<u>93,930</u>		<u>94,332</u>
SHAREHOLDERS' FUNDS			<u>593,935</u>		<u>594,337</u>



PL & Account Notes

- Bar Sales, room hire and levies broadly in line with 2023 and budget expectations.
- Sports Hall revenue reduced against previous year.
- Stock valuation reduced.
- Cost of Sales on budget.
- Gross Profit comparable with previous year.
- Staff costs increased in line with inflation, NI and Pension contributions etc.
- Business rate refund not applicable for 2023 - 24 (£6K Nett)
- Insurance costs increased.
- General office and administration costs reduced.
- Legal and Professional costs reduced. No consultancy charge for Rate rebate.
- Depreciation costs increased in accordance with Accountancy practice.
- Nett loss on trading £402-00 due to increased costs.
- Shareholders Fund strong at £593,935.



Frequently Asked Questions (FAQ's)

- Balance of Account on 31-03-2025: £77,458 - 00
- Liabilities at 31-03-2025: £24,828 - 00
- Current Balance 27-10-2025: £67,342 - 00
- Planned Capital Project Expenditure - See Spreadsheet
- Number of Properties exchanged in Financial Year: 23
- Number of Properties still in Sales Process: 15
- Only issues on Transfer have been Solicitors Questioning the covenants connected with the Estate.
- Number of Plot Holder not up to date with Levy Payments:
- 2025-26: 7 (Notifications of proceedings sent)
- More than one year in arrears: 8 (Notification of proceedings sent)
- What actions have been taken.
- 3 Tier action put in place with some success.
- Phase One: General reminder issued in May.
- Phase Two: Final reminder issued in July.
- Phase Three: Notice of issue for Proceedings.
- Terms and Conditions now state that **all charges, administration costs and interest on outstanding amount will be added to the account.**



Frequently Asked Questions (FAQ's)

- New Enquiry and Booking forms for event hire with Terms and Conditions introduced.
- Sky TV is generating more income, and the installation of the new projectors will increase the revenue together with the introduction of bar Snacks at peak time events.
- We will also use other services from SKY including films subject to license.



Frequently Asked Questions (FAQ's)

Trustee Responsibilities

The Trustee board operate as a collective with actions a duties shared amongst the members however in general the follow designated duties apply:

Trevor Megson	Chairperson and Support to the General Manager.
Robert Dawson	Finance, Insurance, General office Support.
Darrell Spires	Health and Safety + Building Maintenance
Peter Brickenden	Office Support + HR + Accounting + Business Admin
Melvyn Coote	Event Planning and General Business Support + Admin



No.	Month	Description	Total Cost	Monthly Management Cost	Status	Acc. Location
1	Apr-25	Employment Contracts (Solicitors)	£800.00	1 off Payment	Done	Legal & Prof. Fees
2	Jun-25	Asbestos Report / Removal Works	£3,600.00	1 off Payment	Done	Repairs & Maint.
3	Jun-25	XERO Accountancy Set -up Fee	£500.00	1 off + £475 / Month	Done	Audit & Accounts
4	Jun-25	H & S Monthly Audit / Reporting	£1,751.00	i.e. £146 / Month	Done	Legal & Prof. Fees
5	Aug-25	Kitchen Equipt + Electrical Install	£4,000.00	1 off Payment	Done	Not hit P&L yet
6	Sep-25	JE Deans - Boiler Flue's	£500.00	1 off Payment	Done	Not hit P&L yet
7	Sep-25	Staff Tee Shirts & Hoodies	£445.00	1 off Payment	Done	Not hit P&L yet
8	Oct-25	Pool Table Lights	£187.00	1 off Payment	Done	Not hit P&L yet
9	Oct-25	Bar Glass Washer	£750.00	1 off Payment	Ordered	Not hit P&L yet
10	Oct-25	Projectors / Screens / Speakers	£6,752.00	1 off Payment	Ordered	Not hit P&L yet
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
	TOTAL COSTS		£19,285.00			



Appointment of Accountants

- Sefton Accountants Ltd were re-appointed with a new letter of engagement and fixed price annual support contract based on the latest accounting licensed software.
- This arrangement replaced the “pay as you go” arrangement which resulted in invoices for each and every transaction.
- The new contract greatly reduces cost and provides on-line support using the Cloud based software XERO.
- The system has been fully commissioned, and our bookkeeper is familiar with the software.
- XERO provides the Trustees with direct access into the ledgers and management accounts.
- The system will be further developed including rolling the Levy payments into the accounts system replacing the separate ageing data base system.



Sefton's Scope of Works

- PAYE Payroll and HMRC deductions.
- Provision of P60's and P11D's.
- Quarterly and Annual Accounts.
- Profit and Loss Account.
- Quarterly and Annual Management Accounts against Budget.
- Balance Sheet.
- VAT.
- HMRC Filings.
- Companies House Filings.
- Pension Administration including Auto-enrol.



Chairperson's Annual Report ("Trustees" Report)



Activity and Capital Projects 2024 - 25

- Kitchen refit completed to allow Friday teas to be re-started.
- Projector Screens installed into the Lounge and Sports bar.
- Health and Safety Survey and Annual Contract set up.
- Essential Building work in bar area completed.
- New dance floor in small function room to replaced damaged floor.
- ZERO accounting System Installed.
- New Levy invoicing system to be initiated to resolve the database issues.
- Three tier Levy collection system put in place.
- Office hardware and software updated with licensed equipment.
- Website Domain name transferred to the ownership of the club.
- Web site brought back into action with current information.



Activity and Capital Projects 2024 - 25

- Direct mail System updated (“mailchimp”) with weekly information.
- **If you have not signed up then please do so to make sure that you receive the latest information.**
- New Logo designed by one of our younger residents.
- Strategic review of the current status of the club and activities started and work in progress. Focus on delivering improvements in line with budget.



Projects and Plans for 2025 - 26

- New Storage container to be installed to address the lack of storage space in the club premises.
- Bring the second Squash court back into play for Table Tennis and other potential activities.
- Refurbish the stock of tables and chairs.
- Reinstate the small function room for resident parties and corporate events.
- Upgrade Showers in sports area.
- Plan a full range of activities for the Next 12 Months.
- Develop the Web Site.
- Continue the development of the kitchen to provide more catering opportunities.
- Develop staff Training Plans.
- Upgrade Health and Safety strategy.



Social Activities

- 8 x Afternoon Tea Events
- Macmillan Charity Event raised £577
- VE Day Celebration
- Sportsman's Dinner raised £1000 for St Anns Hospice
- Children's Christmas Party
- Children's Halloween Party
- Family Easter Disco
- Junior Badminton - Friday Nights
- 2 x Brass Band Concerts - Christmas Carols and Themes from Musicals.
- 3 x Fairs - Spring, Summer, Christmas
- Bonfire Night
- 6 x Live Entertainment Evenings
- UEFA League Final Screening



Social Groups

- Coffee Mornings
- Key Game
- Meat Raffle
- Bingo
- Quiz Nights
- Flower Arranging
- Music Group
- Computer Club
- Photography Club
- Slimming World
- Poetry Group
- Walking Football
- Table Tennis
- Indoor Bowls
- Pool Team
- Darts
- Adult Badminton
- Pickle Ball
- Golf Society
- Pilates



Forthcoming Events 2025

- | | | |
|-----------------------------|--|------------|
| ➤ 31 st October | Children's Halloween Party | 7 to 10pm |
| ➤ 30 th November | Cinema Screening - Home Alone | 2 to 4pm |
| ➤ 10 th December | Afternoon Teas | 2 to 4pm |
| ➤ 13 th December | Children's Christmas Party | 2 to 5pm |
| ➤ 16 th December | Carol Concert - Brass Band | 7 to 11pm |
| ➤ 19 th December | Christmas Dinner | 5 to 7pm |
| ➤ 22 nd December | Cinema Screening
"its a Wonderful Life" | 4 to 6pm |
| ➤ 24 th December | Live Entertainment - Elvis | 9 to 12pm |
| ➤ 31 st December | Live Entertainment - DJ Luke | 8pm to 1am |



Volunteers Required

- **All group activities are organised by volunteers who give their time and energy for the benefit of residents and guests.**
- **The Residents club would not be the same if it were not for those individuals generous enough to help others and we sincerely thank them for their efforts.**
- **The range of activities is vast, and our goal is to ensure that they are supported and to ensure that our Residents are kept fully informed.**
- **We always need Volunteers especially with activities for our younger Residents and if you feel that you are able to help in any way please let the club management know.**
- **Our Friends and neighbour's group would appreciate assistance.**
- **Maureen Keast & Sharon will lead Group. Next meeting 5th Nov 2pm.**
- **New ideas are always welcome (Walking Group, Bridge, Line Dancing Zumba etc).**
- **The club is our Village hall and is there for everyone young and mature.**



VE Day Celebration



VE Day Celebration



Macmillan Afternoon Tea



Summer Fair



Hazel Grove Brass Band Concert



Sportsman's Dinner



Sportsman's Dinner



Sportsman's Dinner



New Projectors - Lounge - UEFA League Final Night



New Cooker and Kitchen Equipment



Heated Pass



Friday Tea



“Plot Holder” Resolutions

No “Plot Holder” Resolutions were received.



Any Other Business



Thank you for Attending our AGM

We Hope to see you all at our events.

Goodnight



