

The Village Hall

MILBORNE ST ANDREW



Registered Charity No: 301153

Draft Notes of the Milborne St Andrew Village Hall AGM

Wednesday 19th August 2020 at 7.00pm in the Village Hall field

Present:

Eric Crichton, Pam Shults*, Gren Elphinstone Davis*, Sarah Ryan*, Ian Karley*, Rose Frost*, Jenny Balcon (Committee Member), Alison Riddle (Committee Member), Linda Wright*(Trustees have asterisks), Michael Hopper, Robert Francis, Linsey O'Neill, Steve O' Neill, Di Harris

1. President's Introduction: Eric welcomed everyone to the AGM and thanked them for coming, particularly in the current circumstances.

2. Apologies for Absence

Apologies received: Ed Frost*, Sue Dawson*, Sandie Sach*, Barbara Rawlings*, Paul Tasker, Tanya Head

3. Notes of the 2019 AGM, held on Wed. 1st May 2019

Pam Shults asked if there were any corrections to the Notes of the 2019 AGM. The Notes, after being proposed by Sarah and seconded by Linda, were accepted.

4. Trustees' Reports for the year January 1st 2019 to Dec 31st 2019

a. Chairperson's Report

Pam thanked everyone for coming to this unusual AGM and explained that the meeting had been postponed because of the pandemic. She said that we are undertaking a risk assessment of the property to implement actions which will minimize the transmission of Covid -19 for general hall users.

Once this has been completed the committee will be able to inform groups and individuals as to what has been done and how it will affect users.

Looking back over the last year there have been positives and negatives.

- It was decided not to lock the car park especially as local residents have been careful as how they use it.

- After a lot of negotiations, quotes and discussions the committee explored the purchase and instalment of higher fencing to replace the existing ones. In principal it was agreed, as a benefit for the grounds, but unless grants were secured, the hall's finances would not be able to support the cost. No one volunteered to seek grants.
- We engaged a firm to assess the trees on our property and to do the necessary work.
- In support of the Football club we donated the fitness station to them.
- New swing seats were bought for the playpark.
- Although a solicitor has been engaged to transfer all the existing charity's assets to the new charity (Charitable Incorporated Organisation) he has had challenges with Fields in Trust and in registering the land; hopefully we are nearing the end of the process.
- There were a few incidents of damage to some equipment in the playground, the field and building. In discussion with the neighbourhood police constables we created a policy and algorithm. This can be seen with our other policies on the village hall section of the village website.

She thanked the members of the committee for their support and involvement and particularly our president who had offered a lot of advice and support.

This is her last report as chair of the village hall as she is retiring from the post and the committee; however, she will continue to work with the solicitor in order to see the transfer of the status of this charity.

Sarah proposed that we accept the report and Linda seconded it. It was unanimously accepted.

b. Treasurer's report

Ed Frost had sent his apologies, but Pam summarised the most important points from his financial review, budget and statement of assets. See below:

Financial review of 2019 and Budget for 2020

The Statement of Assets below covers the 12-month period 01/Jan/2019 to 31/Dec/2019. The Trustees are grateful to Elizabeth Humphrey for preparing the Statement.

Total income was down compared to 2018, this caused by an early payment for rent for a 2019 booking which went into the 2018 accounts. This was compensated for, in part, by increased income in other areas. Total expenditure for the year was similar to that for 2018.

Comparing 2018 and 2019, significant points are:

- Taking into account the early payment noted above, rental income was similar 2018/2019.
- Income from the sale of refreshments was significantly increased.
- Income from Milborne Movies was significantly increased.
- The Parish Council increased their grant for grass cutting from £500 to the actual cost of £1144.
- Expenditure on the maintenance of the Hall was massively down on 2018 but more than matched by the cost of maintenance and repairs to the playground surface, the zip wire and the area around it and the maintenance and replacement of the swings.

Once again, income from the hire of the Village Hall has been used to pay for the upkeep of the Playpark and other outside facilities which are used by the community and for which no charges are levied. The Trustees are grateful that the Parish Council has recognised this community use by increasing their grant this year for grounds maintenance.

In 2020:

- Trustees agreed that there should be no increase in rent for hirers although the discount currently offered for advance payment would be discontinued.
- The hall is in good repair and no major maintenance expenses are expected.
- The updating of the kitchen facilities will again be considered
- The balance walk in the playground is showing signs of wear and may need to be replaced/refurbished.
- A number of utility contracts are due for renewal in 2020 and efforts will be made to reduce on-going costs with more competitive arrangements.

Alison proposed that we accept the report and Ian seconded it. It was unanimously accepted.

5. Matters arising: There were none.

6. Election of Committee for 2019

Eric read out the list of people willing to stand as a trustee, (Ed Frost*, Sue Dawson*, Gren Elphinstone Davis*, Sarah Ryan*, Ian Karley*, Sandie Sach*, Linda Wright*, Rose Frost*, Barbara Rawlings*, Tanya Head); and Alison Riddle, Jenny Balcon and Paul Tasker (Committee Members). Eric proposed that they be voted for en bloc and all agreed. All were accepted.

7. Any other business

Eric asked if there were any concerns, and there were two

- Michael Hopper said that the laurel hedge which we share with him is now getting too much for him to deal with by himself. He has been doing it for 27 years which, we all agreed, was more than enough. The Committee felt that we should take on this responsibility. Michael had asked one professional for a quote and was told £220. Eric and others thought that was excessive and Sarah was asked to ask Paul David who does the hall grounds. ACTION SARAH
- Robert Francis teaches Line Dancing in the Hall and wants to know when it will be open again. If it is not soon, he will have to look at alternative venues. Ian, from the subcommittee which is looking at this problem, said that it would be by October 1st at the latest. Sarah promised to let Robert know as soon as a decision is made.

Eric thanked everyone for coming and for their contributions. He also particularly thanked Pam for all the work that she had done as Chair, and said what a pleasure she had been to work with. The committee members all agreed! Eric then closed the meeting at 8.00pm and members of the public left.

He stayed for a while longer and emphasized the need for a Chairperson to come forward for the next meeting, which should be attended by all members. He then asked Ian, Vice-chair, to take over and departed at about 8.15 pm.

It was decided that the next meeting would be on Sept 30th.

The following papers were available

1. Draft Notes of the 2019 AGM
2. The Annual Report 2019, including the audited accounts and Statement of Assets
3. The Nominees for election as Trustees
4. Agenda