

BUCKLAND NEWTON VILLAGE HALL COMMITTEE

Minutes of the Annual General Meeting held at the Village Hall on 9th June 2011 at 8.15 pm

ATTENDANCE

Nicki Barker [NB] (*in the chair*), Jeremy Collins [JC], Jan Marpole [JM], Trevor Marpole [TM], Emma Munday [EM], Ian Scott [IS], Janet Shaw [JS], Sue Sulkin [SS].

1. APOLOGIES

Apologies were received from Gill Nell and Fran Parker.

2. APPROVAL OF THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 3RD JUNE 2010

The minutes were circulated by the Minute Secretary. Approval of the Minutes was proposed by Trevor Marpole, seconded by Sue Sulkin and agreed unanimously by those at that meeting and signed by the Chair.

3. MATTERS ARISING

The garden area behind the Hall was currently being kept tidy by the contractors and work that had been done by Jill Southam, who was thanked.

4. CHAIR'S REPORT

Nicki Barker reported that 2010 had not been a particularly smooth running year, and she greatly appreciated the support of the Committee in working through the various difficulties. She particularly recorded her thanks to Sue Sulkin in her key and critical role as Treasurer and Booking Secretary, and to Jan and Trevor for their tireless role in keeping up with the repairs that made this one of the best halls around. Thanks were also extended to Jeremy Collins for keeping concise and clear records of the minutes and to Fran and John Butler along with Ian Scott for the running of four planned and one additional Artsreach visits.

The Chair recorded that sadly the services of two very valuable members of the Committee had been lost, Fizz Lewis in March 2010 and Janet Shaw in June 2011. Nonetheless Fizz would continue in her role of running the hugely popular Friday Café but the Committee would miss Janet who had been the Social Secretary taking some of the correspondence strain off Sue.

The Hall would also lose Playgroup to the School in October. This was a sensible solution for them, as it supported the school and took the financial strain off the Playgroup, but as one of the longest hiring user groups the hall would not feel the same without them. The Chair wished them well and was delighted that the parents and the even younger children wanted to continue using the Hall as a Toddler's Group one day a week. Thanks were extended to Emma Munday for steering this difficult course and keeping the Committee informed.

Much had gone on the work front. In August Jan and Trevor organized the replacement of the windows with modern double glazed windows throughout the cloakroom section. The cost of £1,368 + VAT came out of the Reserve Funds in the CAF account and the work seemed to have helped with reducing the heating costs.

Organizing a refurbishment of the Kitchen had taken months and work would start in late July, closing the kitchen for a couple of weeks. It had been competitively bid and the total cost of this would be in the region of £6,000 + VAT; this being met by contributions from user groups, last year's village Fete, the United Charities and hopefully a contribution from WDDC, with the residual (up to a maximum of £3,000) coming from the Hall Reserve Funds.

On Hire charges, the Committee had reviewed what other local halls charge and had decided in the current economic climate it was important to continue to keep these as low as possible for local users. Charges had been raised them only slightly in order to cover the increases in electricity and heating costs.

Hall Licence. Thanks to Ian Scott's perseverance the Hall now had a Premises Licence which enabled the Hall to permit the sale of alcohol for local users' events. Private parties would be expected to continue to obtain a one off sales licence.

Artsreach. Four very successful scheduled events had been organized by Fran and Ian and although they were excellent as always attendance was not as high as normal. There was also one unscheduled children's event, added as the request of Cerne Abbas, which proved very popular with the young families in the village.

5. TREASURER'S REPORT

The Treasurer presented the accounts for the year (attached) and reported as follows:

The Hall had a good year with booking fees up by £375, partly due to the increase in hire fees. Bookings had included Long Distance Walkers, Barnardos "Messy Play" sessions, Age Concern Keep Fit classes and the continued use by the regular groups and classes. Children's parties remained popular.

The toilet windows had been replaced and the main Hall floor re-treated in addition to coping with minor faults such as leaks. Trevor Marpole had continued to act as "Maintenance Man"; always quick to check and fix any faults which occurred. The Committee had worked towards maintaining the Hall and garden to a good standard which made the Hall attractive to hire.

The proposed kitchen refurbishment had had the support of the village, raising £2,240 to date, with further donations in the pipeline. As the current kitchen had been installed in 1983, this would be a welcome improvement to the Hall.

With the price of electricity and oil continuing to soar, the Committee would need to be vigilant in remaining economic with both and reminding users to switch off unnecessary lights and heating. The Hall also needed to expand its catchment area of customers and to this end the Committee hoped to advertise the Hall further afield as a venue once the kitchen was finished.

Adoption of the accounts was proposed by Jeremy Collins, seconded by Jan Marpole and agreed unanimously.

6. **NOMINATIONS TO THE HALL MANAGEMENT COMMITTEE FROM USER ORGANISATIONS**

Nominations were as follows:

Lydden Ladies – Jan Marpole
Gardening Club – vacant
Parochial Church Council – Jeremy Collins
Parish Council - Trevor Marpole
Village Café – vacant
Playgroup/Toddlers – Philippa Perrett
Lunch Club - Mark Douglass
BADS – no nomination
BAPS – Trevor Marpole
Young Farmers – vacant
Yoga – Nicki Barker
Fete Committee – Jeremy Collins
Wayfarers – vacant
Keep Fit / Youth Moves – Sarah Mitchell

The nomination of members above was proposed by Ian Scott, seconded by Sue Sulkin and agreed unanimously.

7. **ELECTION OF OTHER MEMBERS OF THE COMMITTEE**

Ian Scott and Sue Sulkin were proposed by Nicki Barker, seconded by Jan Marpole and elected unanimously.

8. **APPOINTMENT OF AUDITOR**

The appointment of Sharon Calcutt as auditor was proposed by Ian Scott, seconded by Nicki Barker and agreed unanimously. The honorarium was agreed at £75.

9. **ANY OTHER BUSINESS**

Sue Sulkin recorded the Committee's thanks to Nicki Barker for steering the Committee through a difficult year. Jan Shaw was also thanked for her service on the Committee.

The meeting closed at 8.53 pm.

Buckland Newton Village Hall

Income and Expenditure Account For the year ended 31 March 2011

	2011	2010		2011	2010
Income			Expenses		
Running account			Running account		
Hire of hall	5,076.50	4,701.00	Cleaning	1,198.98	1,640.92
Bank interest	47.55	59.87	Electricity and heating oil	1,508.07	1,409.13
Southern Electric Wayleave	7.54	7.32	Insurance	630.84	742.55
			Water rates	136.14	133.70
			Repairs and maintenance	836.24	375.93
			Garden maintenance	320.00	370.00
			Bank charges and interest	0.70	10.00
			Sundry expenses	209.84	113.58
Other income			Other expenses		
Village hall events & donations	1,583.70	56.00	HM Revenue and Customs		
Fete	-	460.00	payments	536.74	717.56
Bar and food profits	123.80	91.30	Replacement windows	1,608.00	-
HM Revenue and Customs					
refunds	223.93	-			
			Excess of income over expenses	77.47	
	<u>7,063.02</u>			<u>7,063.02</u>	

Statement of funds For the year ended 31 March 2011

Balance of funds as at 1 April 2010	25,358.57
Balance of funds as at 31 March 2011	
HSBC Village Hall Trust account	1,404.47
CAF Gold account	<u>24,031.57</u>
	25,436.04
Excess of income over expenses	<u>77.47</u>