

BUCKLAND NEWTON VILLAGE HALL COMMITTEE

Minutes of the Annual General Meeting held at the Village Hall on 27th June 2017 at 7.30 pm

ATTENDANCE

Nicki Barker [NB] (*in the chair*), Jeremy Collins [JC], Katherine Hayens [KH], Jan Marpole [JM], Trevor Marpole [TM], Kate Parish [KP], Fran Parker [FP], Ian Scott [IS], Cathy Shippey [CS], Sue Sulkin [SS].

1. APOLOGIES

Apologies were received from Susan Moring (*Lunch Club*).

2. APPROVAL OF THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 29th JUNE 2016

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

3. MATTERS ARISING

None

4. CHAIR'S REPORT

The Chair reported as follows:

The past year had been a trouble free and quiet year for the Village Hall Committee since the AGM in June 2016 with only one Committee Meeting required on the 12th January 2017, with much of the urgent matters being dealt with by email.

Sue Sulkin continued to do the most incredible job as Bookings Secretary and Treasurer, encouraging and overseeing an ever increasing use of the hall both from the village and outside hirers. It was important to place on record how indebted not just the committee but the whole village was to her and how much they appreciated all that she did to keep the hall running so smoothly.

As a result the finances continued to be healthy and it has been possible to easily afford the additional periodic expenses of the NIC/EIC Electric inspection and having the roof windows cleaned along with the regular expenses of Insurance, heating, lighting, cleaning, gardening and having the boiler and Fire Extinguishers serviced.

Similarly, the Committee's indebtedness and appreciation very much went out to Trevor and Jan Marpole who had so willingly responded to repair and maintenance issues throughout the year, the most recent being replacement of the door handles throughout the entrance hall area and, with Ian Scott, replacement of damaged and slipped ceiling tiles.

Bookings had gone well with village use predominating, underpinned by regular hirers of the Lunch Club, the welcome continuation of the Youth Club under its new leader Kate Parish, the Village Café, Lydden Ladies, the Gardening Club, the art and hugely popular exercise classes of Keep Fit, Pilates and Yoga. The wonderful experiment of a periodic Pop-up-Pub in the hall had been a roaring success and showed just how cohesive this village was. Likewise, Artsreach had brought a string of very enjoyable evenings and really valuable remuneration to the Hall thanks to the efforts of Ian and Katharine Scot and Fran Parker.

From outside, elections, mini conferences, the great Piddle Valley performance of Guys & Dolls and other celebrations and parties continued to provide a significant input to our budget. The hall is being well used throughout the year which had allowed the our fees to be kept modest....very modest compared to village halls elsewhere in the local area....and thanks to freely given in-house maintenance from within the committee and the continuing low oil price, it was more than paying its way.

New works on the hall included the installation of an instant boiling water heater in the kitchen, generously funded in the main by a donation from the August Village Fete and a clock that actually worked in the main hall. The old clock, which was of important historical value to the hall, but relied on a regular weekly wind up, would eventually be placed in a more suitable location in the hall once it had been cleaned and returned to good working order. To overcome the lack of lighting in the loos during summer months, small battery-powered LED lights had been installed which operated on a movement sensor. Outstanding still, amongst jobs on the wish list, was a wooden roller shutter for the kitchen hatchway and a storage hut for the Little Goslings should one still be needed.

The only external issue to affect the hall had been a water leak last summer in the tarmac on the north side of the hall. After negotiating with Wessex Water, they had agreed to repair it free of charge as our one "free repair". Although after considerable digging it had turned out to be nothing to do with the Village Hall supply and there should still be a "free repair" in credit. Should there be any dispute, there were photographs of the event.

The annual hall clean-up on the 6th August had not been as well attended by volunteers as previous years, but none the less the main hall had been thoroughly repainted, the stage re-varnished, windows cleaned and the kitchen floor scrubbed, with the Luncheon Club having done a thorough clean of the rest of the kitchen a few weeks later. Along with the usual paint jobs, on this year's list was re-oiling the notice Board and cleaning out the gutter downpipes.

Overall all a very good past year for the Hall thanks to all the efforts of the Committee.

5. TREASURER'S REPORT

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

The Hall continued to thrive and showed an excess of income over expenditure. A very generous donation of £750 had been received from the Fete which had paid for the Lincat water boiler and installation costs. A further £200 had been donated by the Pop-up Pub and this had been ring-fenced to donate towards the cost of a wooden shed for the Little Goslings. The Parish Council still donated £150 towards the cost of hosting the outreach Post Office.

Artsreach continued to hold productions in the Hall and the money raised from the box office and refreshments was very useful. The main source of income continued to be from the regular term time classes held in the Hall and other bookings included the three Elections at £150 per day, concerts, quiz nights, sales of various kinds and even psychic evenings. There was always good feedback from users and very seldom any complaints.

We had a new gardener, Ricky Edwards, and Tina the Cleaner continued to do a good job not only cleaning but also keeping a watchful eye on everything. Expenses other than running costs had been the Electrical Check ordered by the Insurance Company, which cost £450 but which was valid for five years; replacement of the step ladder which was broken by a user who did contribute half the cost; replacement of ceiling tiles and electric light bulbs. It should also be noted that £500 VAT was reclaimed which did not show in the accounts as it was deducted at source.

Lastly, the Committee should thank Trevor who was always at hand to carry out the everyday repairs and to give advice on maintenance issues; and also to congratulate the whole Committee for working so willingly together as a team.

Adoption of the accounts was proposed by Nicki Barker, seconded by Ian Scott and agreed unanimously.

6. NOMINATIONS TO THE HALL MANAGEMENT COMMITTEE FROM USER ORGANISATIONS

Nominations were as follows:

Lydden Ladies – Jan Marpole
Gardening Club – Viviane Bernhard
Parochial Church Council – Jeremy Collins
Parish Council - Nicki Barker
Artsreach – Katharine Hayens
Village Café – Fizz Lewis
Youth Club – Kate Parish
Toddlers – Kelly Evans
Lunch Club - Susan Moring
BAPS – Trevor Marpole

TM

Young Farmers – Sarah Mitchell
Yoga – Sue Sulkin
Fete Committee – vacant – Amanda or Vinnie McKenna to be invited
Pilates – Fran Parker
Wayfarers – Helen Simpson
Art Class – Cathy Shippey

The nomination of members above was proposed by Jeremy Collins, seconded by Nicki Barker and agreed unanimously.

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

Ian Scott was proposed by Jeremy Collins, seconded by Nicki Barker.

8. **APPOINTMENT OF AUDITOR**

The appointment of Sharon Calcutt as auditor was proposed by Jan Marpole, seconded by Ian Scott and agreed unanimously. The honorarium was agreed at £80.

9. **WORK REQUIRED ON HALL**

The annual summer clean-up was fixed for the Friday 28th July, from 2.00 pm to carry out preparatory work such as cleaning down paintwork and pressure-washing the external noticeboard, and Saturday 29th July from 9.00 am to carry out painting, window cleaning, guttering cleaning, oiling of noticeboard, checking of toilets, sorting out wine and beer glasses and maintenance of north side border beds. Lunch Club to be asked to carry out a clean of the kitchen at a convenient time.

All Users

10. **USE OF VILLAGE HALL FOR OUTREACH POST OFFICE**

There had been a minor issue with electrical supply.

11. **ITEMS RAISED FROM THE FLOOR AND ANY OTHER BUSINESS**

It was agreed not to replace the emergency mobile phone, which had been stolen or otherwise mislaid twice but to ask users to ensure that a mobile phone on the appropriate network (currently Vodafone) be brought to events. Users of larger events also to be asked when booking to ensure that any parking on the road to be on the side away from the Village Hall, to keep the virtual pavement clear.

Replacement of the folding shutter between main hall and kitchen by a roller shutter to be re-examined. Maker of the current roller shutter on the bar is AMY Shutters Ltd of Poole 01202 918353. The current one cost £1300 in 2001.

Katharine Hayens to investigate purchase of 2 insulated jugs.

The meeting closed at 8.32 pm.

