

BUCKLAND NEWTON VILLAGE HALL COMMITTEE

Minutes of the Annual General Meeting held at the Village Hall on 3rd June 2010 at 8.00 pm

ATTENDANCE

Nicki Barker [NB] (*in the chair*), Jeremy Collins [JC], Emma Holgate [EH], Jan Marpole [JM], Trevor Marpole [TM], Emma Munday [EM], Fran Parker [FP], Ian Scott [IS], Janet Shaw [JS], Sue Sulkin [SS], Brian Wells [BW], Diana Wells [DW] (*representing Gill Nell*), Keith Wright [KW], Karen White, Stephen White, Maria Higgs.

1. APOLOGIES

Apoloiges were received from Gill Nell and Fizz Lewis.

2. APPROVAL OF THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 11TH JUNE 2009

The minutes were read out by the Minute Secretary. Approval of the Minutes was proposed by Trevor Marpole, seconded by Ian Scott and agreed unanimously by those at that meeting and signed by the Chair.

3. MATTERS ARISING

Playgroup had not used the back garden area and the garden area had not yet been improved. It was noted that the wilderness area was not much used by Hall users. A clean-up work party would be needed in 2010.

4. CHAIR'S REPORT

The Chair expressed her thanks to Sue Sulkin for her work as Treasurer and Bookings Secretary and stressed the need for the Village Hall to at least break even financially. The electricity contract had been changed to obtain a cheaper rate. Following the very cold winter, the operation of the programmer and thermostats was being reviewed. Jeremy Collins was thanked for keeping the minutes of meetings. Janet Shaw had agreed to take on the work of Social Secretary to relieve some of the pressure on Sue Sulkin, particularly with a view to searching out new casual hirers for the Hall. Jan and Trevor Marpole were thanked for carrying out a great deal of maintenance work on the Hall and Jan for her work on calculating running costs for the Hall. The costs of running the Hall had been higher than previously believed, in part due to the increased heating costs over the past year. Costs now amounted to approximately £5.62 per hour used, £1.92 of this being heating costs. The major expenses were heating and cleaning, but more hirers would reduce the unit cost. The Chair reported on a successful Artsreach programme over the year, including evenings on Thomas Hardy, Cabaret, Hot Fingers and a Pantomime. Thanks were expressed to Fran Parker and Ian Scott for putting on these events. A successful production of Murder at the Manor by the reconstituted drama group BAPS had been presented. Trevor Marpole was thanked for construction of a stage extension, which could be assembled in half an hour and which was now stored in the front loft. Construction had been

financed by BADS. There had been no further progress on replacing Moviola film evenings, although there was the possibility of moving forward independently. It was noted that the rear wall of the stage (used as a projection screen) had been repainted by Chris Hildred. The Lunch Club continued to go from strength to strength, using the Hall on alternate months, with an average attendance of 30. The Village Café was also well attended and Fizz Lewis had confirmed that a rental of £20 per session had been agreed. Susannah Stringer's Yoga classes continued to be a long-term user of the Hall and it was regarded as important to keep that booking. Being a floor-based activity, this had occasionally identified problems with the cleanliness of the floor. The resealing of the floor had not lasted as well as originally expected; some areas had been patched and money donated by the 2009 Fete (£450) would be used to reseal the floor over the summer holiday. The Playgroup had been struggling with low numbers. The demographics may improve over the next two years, but numbers at present averaged 6, with 4 children going onto school in September. It was hoped that 6 children would start Playgroup in September, with a further 2 in the Spring of 2011. There was a potential of further children with the affordable housing programme. An application for grass-roots funding for improving the kitchen had been turned down, probably because the Hall had considerable capital reserves. The Hall would match funding from grants or fund-raising activities. Fran Parker was thanked for producing a comprehensive 'ho to do' list for Hall users. A Hall clean-up day was scheduled for 24th July.

5. TREASURER'S REPORT

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

The Village Hall had continued to host a wide variety of events including the Playgroup, the Village Clubs and Groups, the Elections, Charity events, Young Farmers etc. The 'Murder at the Manor' play had been a great success and the Hall provided a perfect venue for both rehearsals and the actual performances. The income generated from 2009-10 bookings was £4,701.

It should be pointed out that there had been no major expenditure on repairs or improvements during the financial year and that Trevor Marpole had kindly carried out any vital jobs that had arisen, free of charge.

The excess of expenditure over income had been £137.88, due largely to the big increases in oil and electricity costs and the reduction of interest on the CAF account. To combat this, the Committee had been working on ways to generate more income and to cut running costs.

The donation of £450 from the 2009 Fete Committee had been earmarked for work to be done on the floor in July / August 2010.

This amount was on deposit in the CAF Account.

In reply to a question as to whether the water supply was metered, it was explained that this was uneconomic as the rateable value of the Hall was low.

There was a discussion on the recording of VAT in the accounts, which although accurately recorded for HMRC purposes, slightly overstated the income as it was shown as income when included in invoices for non-VAT-registered users.

Adoption of the accounts was proposed by Keith Wright, seconded by Ian Scott and agreed unanimously.

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

It was proposed that a new user organisation, BAPS (Buckland Amateur Players) would be added to the list of users.

Nominations were as follows:

Lydden Ladies – Jan Marpole

Gardening Club – Janet Shaw

Parochial Church Council – Jeremy Collins

Parish Council - Trevor Marpole

Village Café – Fizz Lewis

Under Fives – Emma Munday

Lunch Club - Gill Nell

BADS – no nomination

BAPS – Trevor Marpole

Young Farmers – vacant

Yoga – Nicki Barker

Fete Committee – Jeremy Collins

Wayfarers – vacant

Keep Fit / Youth Moves – Sarah Mitchell

Keith Wright resigned as Safety Officer. The proposal to add BAPS to the user groups and the nomination of members above was moved by Sue Sulkin, seconded by Diana Wells and agreed unanimously.

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

Ian Scott, Sue Sulkin, and Brian Wells were proposed 'en bloc' 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 Jan Marpole and agreed unanimously.

9. **ANY OTHER BUSINESS**

Stephen White asked whether the fire alarm met safety standards in view of the fact that it showed a permanent fault light. It was clarified that the main alarm system was now a fire bell, which

was clearly identified, and that the arrangements had been approved by the local Fire Officer. The Committee would discuss the matter further.

The meeting closed at 9.26 pm.