

**CHETNOLE VILLAGE HALL
MANAGEMENT COMMITTEE**

**Minutes of Annual General Meeting
held on Monday 21 May 2018**

Present:

Gwen Adair (Chairman)
John Head (Treasurer)
Jim Aldhouse
Ian Lingwood
Shirley Madgwick
Janet Wood (Secretary)

Action

1. Apologies

Jackie Sibun

The meeting was attended by 6 members of the public: Mary Head, Sally Lingwood, Gordon Ratcliffe, John Sanford, Ruth Sanford and Ian Wood.

2. Minutes of Previous Meeting

The Chairman signed the minutes of the Annual General Meeting held on 6 June 2017.

3. Matters Arising from Previous Minutes

There were no matters arising.

4. Chairman's Report

The Chairman presented her report as follows:

Welcome to you all and thank you for coming. Chetnole Village Hall is an important village resource and I appreciate you taking the time to be interested.

I have enjoyed this past year as Chair, something I consider a privilege and a pleasure. This is in no small part due to my fellow Committee members. Their collective experience, enthusiasm and hard work keep the Village Hall as a vibrant hub for the village and wider community. They have made my role very easy and painless.

Janet Wood as secretary and John Head as Treasurer do all the heavy lifting in terms of the day-to-day running.

Ian Lingwood continues to invest huge amounts of time in the Hall, especially the on-going improvements to the lighting.

Shirley Madgwick has delivered yet another successful Jazz Café season.

Jim Aldhouse has taken on the responsibility for the bar.

Jackie Sibun, 100% reliable, always available to help, keeps the front of the Hall tidy and welcoming by maintaining the plants and flowers.

Those are just some of the more obvious roles but I would also like to pay tribute to the less glamorous tasks these Committee members undertake making nibbles, washing table cloths, repairing curtains, cooking for events, ordering the drinks, standing in the rain all day in the winter time while the new shed went up, sanding down the stage floor.

All the little details that matter so much and make a difference. You know who you are.

And that is not to forget the role the various spouses play – hugely important. So my thanks to you all.

As you may or may not be aware the Village Hall has no endowment fund that sits behind it. As a committee we need to constantly fund-raise to ensure we can deliver the improvements we want to, as well as maintain the fabric of the building. Chetnole Village Hall is somewhat unusual in that we combine this with various events (music, theatre, performance) to create a series of evenings that the village can attend.

This is a snapshot of some of the events we have held; it is not exhaustive:

- Summer BBQ
- Artsreach events - John Head/Ian Lingwood
- Jazz Cafés - Shirley Madgwick
- Bar - Jim Aldhouse
- Christmas Flower Arranging - Shirley Madgwick
- 100 Club run by Ian Wood

On that note – after careful consideration, as it has been an important contributor to funds, as a Committee we have decided not to continue with the 100 Club. The effort required for the return is too burdensome. We did not feel it was fair to place such a burden on so few shoulders. Thanks go to Ian Wood for organising this over the past two years.

On that same theme, we have scaled back a couple of events such as the summer BBQ. The longstanding committee members devote much effort to the Hall and I am keen to avoid 'volunteer fatigue'.

Here is a sample of some of the changes made over the last year, again not exhaustive:

- Continued improvements to the lighting
- New safety flooring in the main kitchen and Green Room
- Refurbishment of the old store room to create a Green Room, a welcoming space for visiting acts
- A dishwasher
- Redecoration of the main hall
- A new shed, to store heavy and bulky items (instead of under the stage or in the loft)
- Levelled stage floor and improved steps
- Electronic Hall Diary

We are also very grateful for the donations received from

- The Flower Show Committee
- Andy Lovell
- Takings from the Coffee Mornings

The Hall continues to be a hub for the village: used regularly for yoga, pilates, art group meetings and the vital Post Office/Coffee Mornings to name but a few.

In many ways this is a poignant year for the Village Hall. 100 years ago this summer, a young Red Cross nurse died on her way to work in Sherborne. This Hall was built as a gift to the village by her mother. The dedication was made by her brother in the hope that the Hall would be of great benefit to the village.

Her mother's words when handing over the keys were that "She hoped the building would be kept in order and treasured by the village, and that it would be a place of many happy gatherings".
Thank you.

5. Treasurer's Report and Accounts for the Year ended 31 December 2017

The Treasurer reported as follows:

You should all have a copy of the audited accounts. Those of you with good memories will have noticed that we have, for the year in question, used a firm of commercial accountants in Yeovil. The person who audited our accounts for the past few years was suddenly taken seriously ill earlier this year and we had to quickly find an alternative. I have also given you a copy of Milsted Langdon's covering letter which explains why the audited accounts are not signed. We still feel it necessary to have the books independently examined.

You will see that we have again managed to end the year with a reasonable balance in hand. This is mostly due to the dedicated efforts of your Committee – and their spouses. Covenants still form a valuable source of income, but we would always welcome more. You will see that 'events' provide the lion's share of our income and that is where you can help – by attending and promoting the events that your Committee arrange throughout the year. We have a lovely Hall – and most of the artistes who perform here are anxious to return – so thank you for making them feel welcome.

In my report last year, I mentioned that we planned to start film nights. Unfortunately this has not yet happened. It is still something we hope to do, but other priorities intervened. So – "watch this space". Re-decoration of the Hall is underway and should be completed before winter, provided your Committee can find the time to wave paint brushes sufficiently vigorously.

So – thank you for your support last year – please continue to give us your help.

If you have any questions, I will try to answer them.

6. Election of Management Committee

Shirley Madgwick and Jackie Sibun will leave the Committee following this AGM. Other members are willing to continue, and offers to join the Committee have been received from Blair Sibun and Richard Queresma, both of whom were unfortunately unable to be present. The Committee in this format was duly elected unanimously, proposed by John Sanford and seconded by Ian Wood.

7. Any Other Business

The Chairman welcomed questions from the floor.

Ian Wood asked if it was still intended to go ahead with the film shows proposed some time ago. The Chairman replied that there are still some decisions to be made regarding the timescale and the financial outlay required for better visual equipment, which Ian Lingwood estimated at between £2,000 & £4,000. Gordon Ratcliffe recommended approaching the Hall & Woodhouse Community Chest for a grant. The film shows are due to be discussed at the next Committee meeting.

Gordon Ratcliffe congratulated the Committee on their work and pointed out that residents of other villages in the area have made complimentary remarks about our Village Hall, and Shirley Madgwick reported receiving very positive feedback about the Hall from acts who have performed here.

Ian Wood asked whether the weekly Coffee Mornings are still thriving. Gordon Ratcliffe confirmed that an article will appear in the next Wriggle Valley Magazine encouraging more people to attend as numbers have fallen slightly of late. To raise awareness of this and other Village Hall events the Committee will investigate the possibility of placing a link on the Parish Council website.

Ruth Sanford proposed a vote of thanks to the Committee, seconded by Sally Lingwood.

The Chairman thanked all those attending and the meeting closed at 8.20 pm.

Signed:



Dated:

20/5/2019.

Chetnole Village Hall
Income and Expenditure account
For the year ended 31st December 2017

<u>2016</u>	<u>Income</u>	<u>2017</u>
3,382	Hire of hall	2,761
2,125	Covenants	1,684
422	Meters	0
50	Miscellaneous	312
0	Donations received	26
<u>5,979</u>		<u>4,783</u>
	Fundraising:	
438	100 Club	443
5,536	Events	5,374
<u>£11,953</u>	Total income	<u>£10,600</u>

<u>2016</u>	<u>Expenditure</u>	<u>2017</u>
1,501	Cleaning	1,406
1,113	Electricity	1,229
122	Water	126
1,341	General Maintenance	658
1,049	Hall refurbishment/repairs	2,765
525	Insurance	546
1,173	Catering	1,017
244	Licenses	256
20	Printing, postage & stationery	13
95	Miscellaneous	401
129	Advertising	0
0	Artsreach	7
100	Accountancy	180
<u>£7,412</u>	Total expenses	<u>£8,604</u>

FUNDS RECONCILIATION:

Bank current account

Balance at 1st January 2017	6,391
Income for the year	<u>10,600</u>
	16,991
Expenditure for the year	<u>8,604</u>
Net cash movement	10
Creditor movement	<u>(80)</u>
Balance at 31 December 2017	<u>£8,457</u>

Bank deposit account

Balance at 1st January 2017	5,016
Interest	3
Transferred to current account	<u>0</u>
Balance at 31 December 2017	<u>£5,019</u>

Cash account

Balance at 1st January 2017	26
Sundry income received	26
Top up from bank	200
Expenditure	<u>(216)</u>
Balance at 31 December 2017	<u>£36</u>

SUMMARY OF GENERAL FUND

Balance at 1st January 2017	11,333
Income for the year	10,600
Interest	<u>3</u>
	21,936
Expenditure for the year	<u>8,604</u>
Balance at 31st December 2017	<u>£13,332</u>
Represented by:	
Current account balance	8,457
Deposit account balance	5,019
Cash in hand	<u>36</u>
	13,512
Less: Accountancy fee owed	<u>180</u>
	<u>£13,332</u>

These accounts have been prepared from the records and explanations provided, with no review or audit being carried out or being necessary.