

**CHETNOLE VILLAGE HALL
MANAGEMENT COMMITTEE**

A.G. 17.

**Minutes of Annual General Meeting
held on Monday 20 May 2019**

Present:

Gwen Adair (Chairman)
John Head (Treasurer)
Jim Aldhouse
Ian Lingwood
Blair Sibun
Janet Wood (Secretary)

Action

1. Apologies

None

The meeting was attended by 14 members of the public: Mary Head, Sally Lingwood, Jackie Sibun, Ian Wood, Stephanie Fripp, Aly Kozowyk. George and Liz Green, Mal and Mary Prodger, Gordon Ratcliffe, David Russell, John and Ruth Sanford.

2. Minutes of Previous Meeting

The Chairman signed the minutes of the Annual General Meeting held on 21 May 2018.

3. Matters Arising from Previous Minutes

There were no matters arising.

4. Chairman's Report

The Chairman presented her report as follows:

Thank you all for coming, with such a great turn out.

I wanted to recap our main fund raising activities over the last 12 months. As many of you know we have no grant funding for the running of the Village and the majority of the funds we need are raised through events like the following:

- Curry lunch
- Jumble Sale
- ArtsReach Events
- Jazz Cafes

The aims of these events are two-fold. As mentioned above, they are to raise funds to cover the running costs of the Hall but as importantly, we hope that they are events that people will enjoy and get pleasure from. The main improvements we have carried out over the last 12 months were the new flooring in the back of the Hall, completion of the Green Room and the repainting of the main hall itself.

I would like to say a big thank you to everyone who helped with the painting.

I also want to acknowledge and a huge thank you to the donations we received from the Fete & Flower Show and the Coffee Morning team.

On the theme of events; if there are events you would like to see being put on please do say as we are always open to ideas and suggestions. We don't have any major works for the Village Hall in the coming 12 months but like the Forth Bridge.....

None of these events would happen without an amazing team on the Committee, including the set up and putting away after events.

In particular, over the last 12 months

- John Head for running the accounts seemingly so effortlessly
- John Head and Ian Lingwood for ArtsReach
- Ian Lingwood for Jazz Café
- Blair and Jim, the debonair and charming bar staff
- Janet for providing all the nibbles and above all for being such an amazing Secretary

They are a great team and it makes the role of Chair very easy indeed.

Sadly, Janet will be stepping down after this meeting. She has been a pillar of strength, kept me on the straight and narrow and I will miss her. Please join me in showing your appreciation.

We are looking forward to David Russell joining the team and many thanks to him for coming forward. That said we do need more help, especially as John Head would like to hand over the Treasurer's role.

Finally I would like to say thank you to everyone who has come to the AGM tonight and to everybody who has come to events over the last 12 months.

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

Ladies & Gentlemen.

We seem to have arrived somewhat quickly at the boring bit – the accounts for the year!

As you will see from the copy of the audited accounts, we have had a reasonably successful year. Income was less than the previous year, largely because of a reduction in revenue from covenants. This is a result of several generous covenanters having moved away from the village.

We hope to persuade some of the newcomers to take out covenants, but we really cannot expect them to do so until they have settled in and realize how lucky they are to live in such a lovely community. You will also note that apart from covenants and the odd bequest, the income of the Hall depends entirely on the efforts of the Management Committee in hiring out the Hall for various functions – and themselves arranging money-raising events and performances. We do not get any subsidies from local government.

The present running costs of the Hall are somewhere between £2500 and £3000 per year. At the moment we have about £12500 in the coffers, so have no worries, but we do have to raise that £3000 every year or the Village Hall will not be able to function. So we do rely so much on the support of the villagers.

The Village Hall Management Committee are happy to devote a lot of time and effort to ensure the Hall remains the hub of the village – along with the church and pub.

Please help us to achieve this by giving your support whenever you can.

Thank you.

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

6. Election of Management Committee

David Russell had kindly volunteered to join the Committee. The remaining members, with the exception of Janet Wood, were willing to continue and the new Committee was agreed unanimously, proposed by Ruth Sanford and seconded by Gordon Ratcliffe.

The Chairman stated that Committee would be pleased to welcome further members. Anyone interested in joining would be able to attend a Committee meeting as an observer to see what is involved.

7. Any Other Business

John Head announced that Ian Lingwood has now taken over responsibility for the Artsreach presentations. John was thanked from the floor for his many years' hard work with Artsreach.

The Chairman welcomed comments and questions from the floor.

Sally Lingwood suggested holding a fashion show as a fund raiser. This was positively received and will be discussed by the Committee.

Aly Kozowyk proposed, and Ian Wood seconded, a vote of thanks to the Chairman and Committee.

Mary Prodger proposed thanks to Blair and Jackie Sibun for their work on the planting displays outside the hall, seconded by John Sanford. The Chairman acknowledged the generosity of Castle Gardens in providing the new troughs.

Gordon Ratcliffe remarked that events in the hall are attended mainly by the older generation. The Chairman felt that work commitments and the need for babysitting often make it more difficult for younger residents to spare the time. The Committee have in the past invited suggestions for events from the younger generation, but no feedback was received. David Russell mentioned that given the great variety of activities available to Chetnole residents it is unrealistic to expect people to be involved in all of them.

The Chairman thanked all those attending and the meeting closed at 8.05 pm.

Signed:

Dated:

Chetnole Village Hall
Income and Expenditure account
For the year ended 31st December 2018

<u>2017</u>	<u>Income</u>	<u>2018</u>
2,761	Hire of hall	2,917
1,684	Covenants	575
0	Meters	0
312	Miscellaneous	0
26	Donations received	0
<u>4,783</u>		<u>3,492</u>
	Fundraising:	
443	100 Club	428
5,374	Events	3,354
<u>£10,600</u>	Total income	<u>£7,274</u>

<u>2017</u>	<u>Expenditure</u>	<u>2018</u>
1,406	Cleaning	1,489
1,229	Electricity	626
126	Water	130
658	General Maintenance	3,590
2,765	Hall refurbishment/repairs	0
546	Insurance	560
1,017	Catering	1,088
256	Licenses	90
13	Printing, postage & stationery	13
401	Miscellaneous	376
0	Advertising	0
7	Artsreach	0
180	Accountancy	180
<u>£8,604</u>	Total expenses	<u>£8,142</u>

FUNDS RECONCILIATION:

Bank current account

Balance at 1st January 2018	8,457
Income for the year	<u>7,274</u>
	15,731
Expenditure for the year	(8,073)
Net cash movement	(50)
Creditor movement	0
Balance at 31 December 2018	<u>£7,608</u>

Bank deposit account

Balance at 1st January 2018	5,019
Interest	2
Transferred to current account	0
Balance at 31 December 2018	<u>£5,021</u>

Cash account

Balance at 1st January 2018	36
Sundry income received	0
From bank	50
Expenditure	(69)
Balance at 31 December 2018	<u>£17</u>

SUMMARY OF GENERAL FUND

Balance at 1st January 2018	13,332
Income for the year	7,274
Interest	2
	<u>20,608</u>
Expenditure for the year	8,142
Balance at 31st December 2018	<u>£12,466</u>
Represented by:	
Current account balance	7,608
Deposit account balance	5,021
Cash in hand	17
	<u>12,646</u>
Less: Accountancy fee owed	180
	<u>£12,466</u>

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

Michael Bagg, CTA, ATT, TEP
Milsted Langdon LLP