

EAST PRESTON & KINGSTON VILLAGE HALL FOUNDATION

52 Sea Road
East Preston
BN16 1LP

Registered Charity No. 293292

THE 37TH ANNUAL GENERAL MEETING
of
The East Preston & Kingston Village Hall Foundation
Saturday, 15th July 2017 @ 1330 hrs.
In the Miller Barn

MINUTES

1. Welcome

The Chairman welcomed the Members of the Committee and 20 Members of the Public to the AGM.

The Chairman stated that the proceedings of the Meeting were being recorded for the purpose of Minute-taking, the tape to be deleted when the Minutes had been written.

2. Apologies for Absence

Mr M. Jenkins – Youth Theatre
Mr S. Cross – E.P. Parish Council
Mr K. Freeman – Table Tennis
Mrs. Jill Fuller – Yoga
Mr John Fuller - Yoga
Mrs. Gill Smith – Sunday Badminton
Mr & Mrs Duffy
Mrs C. Amoo

3. Minutes of AGM held Sat. 13th August 2016

It was remarked by Mrs Wallis that Minutes be a 'Summary', not a Verbatim Record as presented. Chairman explained this was due to the acrimonious and aggressive nature of the Meeting.

Item 2: It was requested that the word 'discerning' be corrected to 'dissenting' which was agreed.

Other than a number of spelling errors, the Minutes of the 2016 AGM were agreed and signed.

Matters Arising

Item 3a: The condition of the floor continues to be monitored.

Item 3b. Three Sycamore saplings had been dug out. The remaining sapling(s) are yet to be dealt with.

Item 3d: Chairman confirmed letter received from Mrs Ebsworth had not been handed to the Committee but had been acknowledged.

Item 3f: Collage – the Committee will not agree to re-instatement. A Member of the RCC (Re-instatement Collage Campaign) stated that their Group had not been disbanded and would continue their campaign.

Item 7 2016 Minutes – Any Other Business – It was confirmed that all Minutes would be made available either by e-mail or by a telephone request for posting.

5. Nomination Forms

No Nomination Forms had been received.

6. Chairman's Report

It's been another full year in many aspects, both the Male and Female Toilets have been completely refurbished, I think to a very high standard with lovely fresh modern colours, now in keeping with the Accessible Toilet. To keep everyone safe and for the work that was to be undertaken to be completed on time, we did have to close the halls for a short time but I hope you will agree the results were worth it.

Then came the kitchen, stainless steel is not everyone's choice, not even on our own committee, but the easiest and the most hygienic to clean . A dishwasher was installed for larger functions and of course for any existing clubs and groups that choose to use it. A plumbed in water boiler has also been installed which supplies a continuous 31 litres of boiling water, so no need to wait for a kettle to boil.

We do still have urns if required but do encourage everyone to use the water boiler as it is much safer. Again whilst the refurbishment of the kitchen was taking place, to keep everyone safe we had no choice but to close the whole complex.

We have the same amount of plates, cups and saucers which we provide free of charge to any hirer as we did before, where most other halls charge for everything that's used. However, we do now have for hire enough crockery, cutlery, glasses, tableware and linen for 120 people, which I'm pleased to say has already been used.

The whole complex has had a new fire system put in place to keep us in line with all fire safety regulations for a public building.

Work is also in progress now for the new Data Protection laws which come into force on 25th May 2018. This has prompted us to purchase new and secure laptops for specific posts on the committee which are locked down to just EP&KVHF use only, and everything is encrypted to keep all data safe, and whilst doing so we are going to revamp our website and bring it up to date, with a more modern feel. This will not happen overnight but work is in progress, so watch this space.

Due to the pure thoughtlessness of hirers and disregard for equipment in the storage area and the way everything is just shoved in, we had to purchase a new Table Tennis Table at considerable cost. So to all who hire these halls, please show some consideration for all the equipment available to you.

On a brighter note the Millennium Wall Hanging has fortunately now found a home in the public library, albeit temporary. In my opinion it looks splendid, especially as its now eye level and you can see all the details in it.

Being in business for many years, I learnt long ago that if you don't move with the times you will get left behind, and although the old world charm of this building is appealing, without modern facilities it would dwindle and die, for the upkeep of such a large complex could not survive with just a handful of hirers.

With this in mind I'd like to thank Toni our Booking secretary who has brought the hiring capacity up to around 85%; Linda our Treasurer, who has managed our finances in my opinion, very professionally, over not just this year but for many years and I might say without mistakes.

Our Premises Manager Graham, who keeps everything behind the scenes running smoothly and organises any repairs that need doing, they don't do them themselves; Claire, who pays all our bills on time and also sorts out all the deposit refunds and John, for all his support which I couldn't have done without, especially when standing in for me.

I'm thankful we have two new volunteers joining our committee David and Barbara, and as I said before "new blood new ideas".

So far this committee have managed to:

1. Support and help pay for the refurbishment of the Fives Court
2. Set up a new Website
3. Place new aluminium guttering around the whole of the building.
4. Lay new floors in both the Warren Room and the Miller Barn.
5. Put in new locks and a coded entry system
6. Re-wire and install a new consumer board with room to add to it.
7. Install new daylight lighting in both halls.
8. Install automatic lighting in the kitchen and all three toilets.
9. Re- design and install a new accessible toilet.
10. Install new blinds in both halls
11. Insulate lofts in both halls.
12. Decorate the Miller Barn and the Warren Room and put a protected plate at the rear of the hall.
13. Decorate the corridor, have new carpet laid throughout the corridor, storage area and front reception area.
14. Install CCTV
15. Install a new fire system
16. Refurbish and decorate both Male and Female toilets.
17. Install a completely new kitchen, with all mod cons.

These are just the major works that have been done, there are many smaller projects that have been accomplished.

Its people that volunteer for charity work, and yes sometimes people forget the Village Hall is a Charity with no help from any other organisation and no wage. It's these people that give their time freely, like this committee, which keep this wonderful facility running for you. I would like to take this opportunity to thank them all for what they do, so thank you.

That concludes my report, are there any questions.

Linda over to you.

7. Treasurer's Report

The full accounts for the period 1st April 2015 to 31st March 2016 were signed off by the acting accountants Moore Stephen on 18th July 2016 and duly put on the Charity Commissions' website.

A summary of income and expenditure for that year was prepared for the AGM which was held on 13th August 2016.

We have adopted the same procedure for this financial year April 2016 to March 2017 and produced a summary of income and expenditure to 31st March 2017 with full accounts to follow when approved by Moore Stephens, Chartered Accountants.

Our investment of £50,000.00 with Scottish Widows matured on 28th July 2016 which paid on maturity, interest of £408.81. On maturity £20,000.00 was transferred into our Gold Account (this was to cover the majority cost of the refurbishment of the toilets). The balance of £30,000.00 was re-invested into a new 1 year Fixed Term Deposit Account with an interest rate of 0.80%. Admittedly this is not a good rate but is par for the course.

The summary (a copy of which you would have found on your seat) shows the income for this period is £38,938.00 and the expenditure £71,862.00. As you can see we have spent more than we have brought in but this has been covered from the reserves in our Gold Account.

Our hall hire for this year is up by approximately £1,200.00 on last year. despite being closed for 9 days in December 2016 for the toilet refurbishment and 16 days in January 2017 for the kitchen refurbishment. This is excellent news. The fees from the five new regular hirers that joined us in the latter part of 2015 is a contributory factor in the increase in the hall hire income.

I would like to concentrate mainly on the Maintenance/Improvements figure of £50,390. part of which, £43,991., is the total for both kitchen and toilet refurbishments i.e. £21,881. and £22,110. respectively. I am sure you will agree with me that both refurbishments have been a great improvement to the village hall and from written and oral comments, have been highly praised. The refurbishment was not done to increase the hire charges but to improve the facilities for everyone.

The other expenditure charges are on a par for previous year with a % increase by suppliers.

There are no outstanding bills for payment and all hire invoices have been paid in full. I have no doubts that the income in the future will increase, as more occasional hires will come on recommendation from friends/families and returning users.

May I wish the very best to the Village Hall Users and may the Hall continue to be hired for many years to come.

Unless you have any questions I would like to pass you back to the Chairman.

8. Resignation and Election of Committee Members for 2017

In Accordance with the Regulations governing the East Preston & Kingston Village Hall Foundation the entire Committee retired.

The members of the Management Committee willing to stand for re-election were as follows:

Mr. John Melser,
Mrs Linda Coote
Mrs Toni McElroy
Mr Graham Merrington

Two new Members had been co-opted during the year:

Mr David Milnes – acting as Assist. Treasurer and Mrs Barbara Moody - acting as Secretary. both of whom were willing to serve on the Committee.

A Proposer and Seconder for this Proposal was requested, by a show of hands.

The re-election was Proposed by Mrs Sioned Vos and Seconded by Mrs Janine Nicholson. The Motion was carried by 18 Attendees in favour, 1 against and 1 abstention.

The Chairman remarked that as two Members were not re-standing a bare minimum for a Committee remained. Therefore, anyone who felt that they

had the time to spare and the interest of the Village Hall at heart was cordially invited to come forward to join the Committee, initially as a co-opted Member.

9. Any other Business

A question was raised regarding insurance – would a different Insurer allow matters now refused to be permitted. John Melser informed meeting that Insurance overall was presently under discussion, but that it would still be subject to the report of the Risk Assessor and Health & Safety Official. It was impossible to Insure something twice.

A further question was raised in regard to representation on the Committee. If a majority of an enlarged Committee voted to reinstate the Collage would democracy over-rule present objections. Chairman re-iterated that under no circumstances could the Collage be reinstated due to Insurance, Risk Assessment and Health & Safety Reports.

John Melser informed meeting again that the Collage was now in the care of the Parish Council and that personal opinions bore no part in the decision taken. When the Collage had been removed, to facilitate the decoration of the Hall, the frame had been found to be damaged and the Collage therefore at risk. Also, had the frame caused injury, the Insurers would have requested a Safety Report, which would not have been available. The Committee individually could then have been personally liable to cover third-party damages.

The Chairman confirmed that she had stepped down and was not standing for re-election to the Committee. A new Chairman would be elected at the Committee meeting immediately following the AGM.

A vote of thanks was given to Mrs Christine Merrington-Trice for the many years she had served the Committee and the huge contribution she had made.

Mrs Judith Akhurst gave a vote of thanks to the Committee for the time and effort invested in running the Hall which was a great asset and benefit to the Village and its community. The Committee was applauded.

Mrs Judith Akhurst suggested that in future, Nomination Forms to join the Committee should be placed in the Library.

10. Close of Meeting: 1420 hrs.