

# COLTON VILLAGE HALL MANAGEMENT COMMITTEE

## **Annual General Meeting 2017**

Minutes of the meeting held at the Village Hall on Thursday 29<sup>th</sup> June 2017 at 7.00 pm

### **1. Members present**

Richard Monbiot (RM) (chairman); Marie Havelock (MH); Sonia Jenkinson (SJ); Ian Jones (IJ); John Macmillan (JM); and Polly Macmillan (PM). In attendance Ann Nunn (AN) (Secretary); Odette Ghent (OG) (Treasurer); and Kerry Ball (KB) (bookings officer).

There were nine parishioners present.

### **2. Apologies**

Apologies were received from David Bradbury, Allan Freeman and Ruth Williams.

### **3. Minutes of previous AGM**

The minutes were approved and signed by the chairman as a true record.

### **4. Matters arising**

None

### **5. Trustees annual report and accounts**

RM and OG made a joint Powerpoint presentation. RM began by thanking all those who for various reasons had ceased to be trustees during the year, in particular the late Peter Jones to whom a memorial plaque had been erected in the hall and the outgoing treasurer Ron Lawrence who had stayed in post well beyond the date he had wished to retire until a successor could be found. Their departure represented a severe loss of talent and experience. There were now only 7 trustees. He said that OG had taken over as treasurer. She had had to be appointed on a professional basis as despite extensive advertising in the parish no volunteer had come forward. OG would not be a trustee. JM had reluctantly agreed to become secretary in place of AN as once again no volunteer had come forward from the parish. AN was warmly thanked for her work. RM also thanked Ann Martin who had retired after many years as the cleaner. It had been a good year financially with record income from bookings and a big increase in donations. He thanked AN and KB for their work in handling the bookings. There had been a number of successful fund raising events including auctions, quizzes, wine tasting evenings and the Christmas Fair. He listed a wide range of tasks undertaken, some by volunteers and some by contractors, to improve the fabric of the hall and the environment of the hall generally. The committee had been involved in two public consultation meetings about the playground and the summer fair and had been in regular communication with users through the Parish News and the village website and Facebook. OG took the meeting through the audited accounts. Room hire fees of £15,938 plus donations of over £4,000 and income from other activities of over £2,000 had produced a record total income of £22,112 which had resulted in a surplus of £10,271 after expenditure was deducted. The fluctuating and uncertain nature of VH income could be seen from the fact that despite this very large surplus over the last 7 years the total surplus was only £11,143. RM stressed that while local bookings which attracted the concessionary room hire rate accounted for 80% of total bookings, they accounted for only 43% of room hire income, proving the importance of external room hires for the long term viability of the hall. It had been one of the stated objectives of the committee to increase local usage of the hall and this had been achieved. RM went on to say that the future

seemed much less rosy given the reduced number of trustees leading to increased costs (a professional treasurer and more frequent use of contractors to do maintenance work) and the risk of reduced income because of too few trustees to organise and run events such as the auction and Christmas Fair. He said that unless there was increased involvement in the running of the hall from parishioners and local organisations the trustees were going to struggle to run the hall and he could not overemphasise the difficulties that lay ahead if involvement did not increase. Based on current levels of room hire he predicted decreased income for the next two financial years and increased expenditure through loss of volunteer input and because last years figures had been distorted by a significant rates rebate. Projections suggested a loss of over £1700 for the current year and nearly £3,000 for the following year. This was particularly worrying because in the next 2 – 3 years it would be necessary to do a full scale resurface of the car park which was likely to cost £15,000 inc VAT and forward cash projections currently suggested (discounting our working contingency reserve of £4,000) a shortfall of nearly £6,000. There was also the replacement of the playground. Although this was not the direct financial responsibility of the VHMC some future fundraising events would be designated as joint car park/playground events. The playground group had finalised designs for replacing the existing playground only (the proposed extension into the top area of the village hall field was currently on hold) and were actively seeking external funding including sponsorship for items of equipment. It appeared that no external grants would be available for the car park. To meet its challenges the VHMC would have to look at ways of cutting costs and attracting more business with better publicity and marketing. There were no questions for the chairman or the treasurer.

**6. Adoption of report and accounts**

Proposed by IJ, seconded by Marjorie Monbiot. Carried unanimously.

**7. Representative members**

RM announced that the following were to be representative members of the VHMC having been nominated by village organisations in accordance with the constitution: Marie Havelock – PCC; Sonia Jenkinson - History Society; John Macmillan – Colton Local Nature Reserve; Polly Macmillan – Colton WI; Richard Monbiot – Garden Guild.

**8. Election of members**

Only IJ and AF were prepared to seek election as members of VHMC, no other nominations having been received. Their election was proposed by JM and seconded by Dorothy Bradbury. Carried unanimously

**9. Any other business**

9.1 Judy Winter on behalf of the Friendship Club expressed her disappointment over the way the issue of the Club's cupboard in the kitchen had been dealt with. She said that the Club had always been a good tenant of the hall and had always paid its 'rent'. She had been a member of VHMC for 12 years and to discover that the Club's items had just been placed in the loft where the members could not get at them was just shoddy. The members of the Club were all elderly and they needed the Club's crockery etc to be close to their meetings not up a flight of stairs. The Club should have been better treated. She agreed that the issue had been resolved to some extent as the Club now had a cupboard in the Bellamour Room but this meant that to access their things they had to disturb another group. RM said that he was sorry if Judy was still not satisfied with the situation. He had been faced with a very difficult decision and needed to act quickly.

AN said that it annoyed her intensely that village organisation hire rates are regarded as a loss maker. Village organisations should be treasured. One phone call would have sorted out the Friendship Club cupboard issue.

9.2 Ken Rider reminded the committee that it was a recommendation of the Community Council of Staffordshire that Parish Council's should be charged full rate for room hire for meetings.

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Signed

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**Dated**