

# COLTON VILLAGE HALL MANAGEMENT COMMITTEE

## Annual General Meeting 2018

Minutes of the meeting held at the Village Hall on Thursday 26<sup>th</sup> July 2018 at 7.30 pm

### 1. Members present

Richard Monbiot (RM) (chairman); Marie Havelock (MH); Sonia Jenkinson (SJ); John Macmillan (JM) (Secretary); and Polly Macmillan (PM). In attendance Ann Nunn (AN) (bookings officer). There were nine parishioners present.

### 2. Minutes of previous AGM

Only one parishioner having asked for a copy of the minutes they were taken as read and signed by the chairman as a true record.

### 3. Matters arising

None

### 4. Trustees annual report of activities

**RM** gave a Powerpoint presentation. He began by thanking David and Dorothy Bradbury for their generous gift of £200. He gave special thanks to Kate Staples and Ben Ridgeway for all their work in bringing the new playground to fruition and to the Parish Council for making funds available from their reserves to secure the funding from Biffa. **RM** drew the meetings attention to the fact that the number of trustees was now down to 4 as both Chris Gale and Marie Havelock were standing down and that we were having to engage a professional treasurer because of lack of interest from the parish. He emphasised that this state of affairs could not continue and unless more people came forward to help run the hall it would have to close because the current group of trustees were not prepared to carry on without assistance. **PM** was only prepared to continue as booking officer for external and one-off parish bookings for one more year; **RM** was having to continue as chair despite greatly increased business commitments because no-one had volunteered to take over from **JM** as secretary. This would be a tragedy not least because the hall was in a very sound financial condition after another excellent year. Fund raising for the new playground had been a great success and a fund-raising project to resurface the car park had started. An application for a grant to completely replace the car park had been made. If successful, this would liberate funds for other large maintenance items. If not, some re-prioritisation would be required. He reported that we had communicated regularly with the parish through Paris News, announcements at parish organisation meetings, on our website and through Facebook.

The annual accounts showed total income at £24,469 and expenditure at £14,949 giving a surplus for the year of £9,520. For the last two years we had made a substantial surplus when compared with the previous 6 years during which time the hall had only broken even. This enabled us to hold reserves to meet significant known and anticipated future maintenance bills. We had done this while also achieving our aim of maximising use by parishioners at minimal cost. Bookings either by parishioners or for events which were open to all parishioners had accounted for 80% of the total but produced only 54% of the income. In contrast the 20% of private external bookings accounted for 46% of the income. Taking a very modest view of likely total income for the current year a small profit of around £1000 was expected. We currently had £28,756 in the bank but £5,911 was ring fenced for the playground, our operational contingency reserve accounted for a further £4,000 and deposits for future events at the hall were £2,925. This left a balance of £15,920 which was £1,520 less than the lowest quote to resurface the car park. We had also just been advised that the cooker in the kitchen needed to be replaced as one oven was dangerous and the

front door was also in urgent need of replacement. Returning to his opening themes **RM** emphasised that contrary to rumours that he understood had been circulating, you were not putting your house and property at risk if you became a trustee. The village hall carried trustee indemnity insurance with a sum insured of £100,000.

**5. Parishioners feedback and open forum**

This became quite lively at times! At the centre of the discussion was the critical question of how to keep the hall going if no-one is willing to be a trustee. Two central themes emerged. The first was how do we get more people – especially younger people – engaged with the hall. The second was that if people are deterred from becoming a trustee for whatever reason but would be happy to help with one or more aspects of running the hall, can we operate within the constitution with a small body of trustees supported by various ‘Friends of the VH’ groups (as suggested by David Bradbury, drawing together a number of ideas floated by others) who would take on responsibility for a wide range of specific tasks such as the annual Christmas fair? **JM** was asked what the minimum number of trustees was under the constitution. He said that there was no set minimum, but the constitution seemed to anticipate a very large committee. One thing that would be lost by having a small committee would be the two-way communication between the representative trustees and the parish organisations they represented which was an important part of the role of a representative trustee. Some scepticism was expressed that this had really ever happened in practice. The idea of a small committee of trustees supported by ‘Friends of’ groups was perfectly acceptable and had already happened with both the nature reserve and the playground. At the end of the discussion, Kate and Craig Staples both offered themselves for election as trustees. Parish Councillors Sarah Plater and Matt Crompton then indicated their willingness to become trustees as nominees of the Parish Council. **RM** thanked everyone for their contributions and both he and **JM** felt that many new and important ideas had emerged from the discussion which the trustees would develop and take forward. Andy Chappell raised concerns about the design of the access ramp to the Bellamour Room and for the need for trustees to ensure that any refurbishment of the car park included better disabled access via the front door. **RM** thanked him for his contribution and he and **JM** agreed to talk to him further immediately after the meeting

**6. Election of members**

Kate and Craig Staples were unanimously elected as trustees with many thanks.

**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: Sonia Jenkinson - History Society; John Macmillan – Colton Local Nature Reserve; Polly Macmillan – Colton WI; Richard Monbiot – Garden Guild.

**8. The meeting closed at 9.00 p.m.**

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Signed

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Dated