

Worton and Marston Village Hall					
Meeting Type:		<b>AGM</b>			
Date:	25 <sup>th</sup> April 2017	Venue:	Rose & Crown	Time:	8.00pm
Present: Veronica Franklin (VF); Jo Banks (JB); Pauline Crisp (PC); Jeff Stocks (JS); Suzanne Bonfield (SB); Jane Loveys (WI); Cathy Hucker (Rainbows); Hilary Hams (Toddlers); Prim Wright (Ladies Group); June Mason (Ladies Group)					
Apologies: Vicky Earley (Brownies); Ali Pratt (PCC); Pam Woods (Ladies Group)					

## Agenda

Item	Details	Chair
1	Register & Apologies	VF
2	Review & approval of 2016 Minutes	
3	Presentation of annual report & accounts	VF
4	Election of Trustees	VF
5	User Rep Feedback	All

## AGM Minutes

Ref:	Minutes:	Action:
2	<p><b>Review of 2016 Minutes</b></p> <p>The minutes from last year's AGM were presented to attendees and updates on actions given:</p> <ul style="list-style-type: none"> <li>• Location of immersion heater – in roof space, at lowest setting and therefore can't be turned down.</li> <li>• Information from Bill Francis about solar farm community fund has proved to be very useful &amp; applications have been made to help fund current renovation work.</li> <li>• Hilary Hams acknowledged fitting of light in storage cupboard and said it had made a big difference</li> </ul> <p>There were no further comments and the minutes were approved.</p>	
3	<p><b>Presentation of annual report and accounts</b></p> <p>VF gave overview of current renovation project (installation of wheelchair accessible disabled toilets), explained about funding shortfall due to a revised quotation being required as a result of incorrect plans being submitted for original tender. It was explained that the trustees had agreed to undertake some of the decorating work in house in order to reduce costs and also hold off on the fitting of the baby changing units.</p> <p>HH asked if it was still intended to install the baby change facilities. Yes, when the £1,000 required could be raised. The intention is to approach Marston PC with an application to their solar farm community fund.</p> <p>There were no further comments on the annual report.</p> <p>PC presented the accounts to attendees. Hiring income is slightly up &amp; costs continue to be kept down. However, the operating income remains in deficit. There have been a number of successful fundraising events during the year to help with securing funds to undertake the loo renovations. We have also been successful securing various grants from a number of organisations for which we are very grateful.</p>	

	<p>It looks like there are a lot of funds in the account at the end of the year. However, the loo renovations have yet to be paid for. PC also explained that the trustees aim to keep a years running costs in reserves to ensure the viability of the hall. Thank you to Tom Harwood for his continuing support with the independent examination of the accounts.</p> <p>There being no further comments, the report and accounts were approved.</p>																													
4	<p><b>Election of Trustees</b> The current Trustees all stood down but expressed their willingness to stand again for another term. The following have been elected:</p> <table border="1" data-bbox="321 600 1281 995"> <thead> <tr> <th></th> <th>Who</th> <th>Proposed</th> <th>Seconded</th> </tr> </thead> <tbody> <tr> <td>Chair</td> <td>Veronica Franklin</td> <td>Suzanne Bonfield</td> <td>Jane Loveys</td> </tr> <tr> <td>Treasurer</td> <td>Pauline Crisp</td> <td>Jane Loveys</td> <td>Suzanne Bonfield</td> </tr> <tr> <td>Secretary</td> <td>Jo Banks*</td> <td>Veronica Franklin</td> <td>Hilary Hams</td> </tr> <tr> <td>Trustee 1</td> <td>Jeff Stocks</td> <td>Pauline Crisp</td> <td>Jo Banks</td> </tr> <tr> <td>Trustee 2</td> <td>Suzanne Bonfield</td> <td>Veronica Franklin</td> <td>Pauline Crisp</td> </tr> <tr> <td>Trustee 3</td> <td>Jane Loveys#</td> <td>Suzanne Bonfield</td> <td>June Mason</td> </tr> </tbody> </table> <p>* JB stated that she was willing to stand for 1 more year but would then like to step down. # The committee welcome Jane Loveys onto the board, we are now at full complement of 6 executive members.</p>		Who	Proposed	Seconded	Chair	Veronica Franklin	Suzanne Bonfield	Jane Loveys	Treasurer	Pauline Crisp	Jane Loveys	Suzanne Bonfield	Secretary	Jo Banks*	Veronica Franklin	Hilary Hams	Trustee 1	Jeff Stocks	Pauline Crisp	Jo Banks	Trustee 2	Suzanne Bonfield	Veronica Franklin	Pauline Crisp	Trustee 3	Jane Loveys#	Suzanne Bonfield	June Mason	
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5	<p><b>User Rep Feedback</b></p>																													
	<p><b>Cathy Hucker</b> (Rainbows) nothing to comment. However, it was noted that Vicky Earley is stepping back from being leader of the Brownies at the end of the year. If no one comes forward, it is possible that the unit may have to close. The Rainbows will continue but there could be no local follow on group for the girls.</p> <p><b>Hilary Hams</b> (Toddlers) mentioned about the hall floor being quite dirty on occasions. VF explained that the Trustees can only afford to pay for the hall to be cleaned once a week for 2 hours. We cannot also check the hall after each usage so are reliant on timely &amp; accurate feedback from users about the condition of the hall. It is the responsibility of all users to clean up after themselves as noted in the hire agreement.</p> <p>HH also commented that large broom in the store cupboard was a trip hazard where currently located and could signs be put up asking people not to place it near toddlers cupboard. VF explained that the trustees can't control where people place items &amp; that a sign would make little difference. The responsibility lies with the hall users to ensure the environment is safe &amp; if they notice something could be a trip hazard to move it.</p> <p><b>Prim Wright</b> (Ladies Group) asked if hall would be re-open in time for Ladies Group meeting on 3<sup>rd</sup> May. As far as we are aware, the renovation work is on target to complete end April.</p> <p>Prim also mentioned in her capacity as a member of the grass cutting rota that the compost heap was full of large branches that wouldn't rot</p>																													

<p>down and there was no room for the grass clippings. The compost heap also needed re-building. Mike Woods has offered to provide pallets for this purpose. Jane Loveys will speak to her husband about clearing the compost from the bins. The reconstruction of the compost bins could be added to the work it is hoped a group of volunteers will undertake during the summer.</p>	
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<p>There was no further business &amp; the <b>AGM was adjourned.</b></p>	
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