

ASHTON KEYNES VILLAGE HALL

Minutes of the Annual General Meeting
held at the Village Hall on Wednesday 21st March 2018 at 8.00pm

Present

Dave Sheppard (Chairman, VHMC), Brian Kimberley (Treasurer, VHMC), David Wain (Secretary, VHMC)
Paul Beadle (VHMC), Margaret Cooper (VHMC), Stuart Harris (VHMC), Daphne Neale (VHMC),
Linda Cook (Bowls), Bridget Batchelor, Andrew Batchelor (Village Shop) and Paul Blackburn (Table Tennis)

1. Apologies

- 1.1 Apologies were received from Jon Jordan and Gordon Cobley.

2. Minutes

- 2.1 Minutes from the previous AGM were agreed and signed as a true record.

3. Chairman's Report

- 3.1 The Chairman read out the report as follows:

Welcome to the Annual General Meeting of another successful year for the Village Hall.

As you will hear (or have heard) from the Treasurer, the finances for the 2017/18 year were positive, primarily due to the reduction in maintenance costs. Although the income was down, this was mainly due to a change in how we work with the Parish Council. It should be noted for those that attended the Shop AGM that the Village Hall Year and the Shop Year are different and so the income from renting the Annexe often appears different in their Accounts. It is also worth noting that we are responsible for maintaining the fabric of the 'Village Hall Estate' and so we have recently paid out for replacing all of the bollards in front of the shop.

Brian has once again done a superb job in maintaining the financial stability of the Hall and has even managed to increase the funds available for future repairs and improvements. As many of you know, we have some serious and costly work to do very soon with the Main Hall floor.

We all work together on finding grant opportunities and making applications, but when it comes down to working with the Parish Council, we are lucky to have Margaret as the Parish Council Representative to fight our corner.

As the Rural Cinema continues to help boost our reserves, I would like to thank the non-Committee members of the Rural Cinema team – Tom Cubitt, Gordon Cobley, Geoff Chick, Peter Bate, Alan Rudd, Martin Lowe, Peter Neale, Bridget & Andrew Batchelor. Apologies if I have missed anyone. A special thanks to Tom Cubitt who does so much on the technical side and Gordon Cobley who now does most of the organisation of the teams. Many members of the Management Committee also commit their time to set-up, breakdown and the bar and so a big thanks to them as well. Fund raising last year was down again because we opted to not doing Last Night of the Last Year Proms, but it is something we are considering again for this (or next) year.

The Outreach Post Office operates extremely well on Tuesday morning and Thursday afternoon and is a great addition to the Village. We fund this along with the Parish Council and on Tuesdays allow the Main Hall facilities to be shared free of charge. The WI provide a Coffee morning every week, the Police attend every four to five weeks (like yesterday).

The Post Office are flexible as we sometimes have to use the Hall for other things, such as the recent Radio Wiltshire broadcast on 25th January, which was run entirely from the Village Hall. On that day the Post Office started early for us. Sticking with the Radio Broadcast session, I must thank the WI for helping to bring in the crowds and for serving refreshments.

It was our twelfth year of operating a full alcohol licence and all of the legal elements that this required. I am pleased to say that this continues to work well and to date there have not been any incidents within the Hall. Those Groups which use our licence are always grateful because it saves them considerable time and effort. In response to my plea last year, Stuart Harris has also taken the exam and has a Personal Licence.

We have been unsuccessful at restarting the User Group, but we keep the option open. The Constitution dictates that we have a User Group as it is quite a useful sounding board for people who do not want to be Trustees.

The day-to-day business of the Hall continues like clockwork and I thank everyone involved with bookings, cleaning, maintenance, etc. The Village Hall Booking system continues to work well and does significantly reduce the amount of time any of us spend making bookings. The Village Hall needs an active Management Committee and we are lucky that so many of us put in the time and effort. Thanks also go to people outside of the committee that very often volunteer their time to the Hall.

We of course need to be continually looking at what work needs to be done to the Hall, both in terms of improvements and maintenance. Last year we replaced the Velux windows in the Ashton Keynes room, did considerable work on the Car Park and replaced the bollards in front of the Annexe. We also have to have a more permanent fix to the Hall floor, for which the cost will be over £15,000. Clearly, we will look for grants and subsidies. The new system on Parish Council grants has meant that the cost of the Velux Windows was met by them, for which we are grateful.

I would like to thank the Committee for their work during the past year. Brian Kimberley as Treasurer, David Wain as Secretary, Daphne Neale for handling the 'Bookings Line' and dealing with Film licensing and Margaret Cooper for representing the Parish Council. In addition, I would like to thank Angela Morrissey for her work as Cleaner and Paul Beadle for handling some maintenance work. Also thanks to Tina Smith who regularly steps in to do the cleaning when Angela is away and assists with monitoring Water temperature (a CQC requirement).

Jon Jordan has resigned from the Management Committee (and therefore as a Trustee) because of moving from the Village. Jon has been involved with the Hall for several years, firstly as the Badminton Representative and then from 2006 as a Trustee.

It has been another year of very few moans and groans which I hope means that we have the balance right.

There is always the on-going issue of storage, clearing rooms for incoming users, etc., but I do not think that will change until we can design and build a new Village Hall!

Of course, I could not end without thanking you the Users, for keeping the Hall the very centre of our community. Without Users, none of us would be here.

3.2 Approval of the Chairman's Report was proposed by Brian Kimberley, seconded by Daphne Neale and all were in favour.

3.3 David Wain thanked Dave Sheppard on behalf of the rest of the committee for the huge amount of time and work he puts in as chairman of the Village Hall.

4. Treasurer's Report

4.1 In summary, income was in excess of expenditure by just over £3500 this year which has helped to build the refurbishment fund.

The overall income was down on last year due to a change in how we work with the Parish Council. As the Parish Council are the Custodian Trustees of the Village Hall, we have jointly decided that it is cost beneficial for the Parish Council to organise and pay for some capital projects directly, rather than provide a maintenance grant. One such project during the 2017/2018 financial year was the replacement Velux Windows in the Ashton Keynes room.

The outgoings were substantially down, as we had no major repairs paid directly by the Village

Hall. The reserves are now looking healthy, and Brian recommended that the rental prices for the hire of the main hall and the Ashton Keynes room remain at the current rate.

The fund raising was down over last year by nearly £600 due to the Last Night of the Proms not being run. The films shown this year proved to be quite popular with only one showing a loss. Bar profits were down, as fewer people appear to be drinking during the showings.

The utility bills were slightly up on last year, due to the rise in oil price. The cost of cleaning remained the same.

Other major expenditure includes:

- Insurance £1,309
- Maintenance £6,972. This included resurfacing the car park and replacing the bollards in front of the shop. One of the bollards was replaced twice, and so the latest ones are more substantial than the original ones.

In conclusion, the income was down £3400 on last year, and the outgoings were also down by just over £4,600. This has allowed the accumulated fund to be used for future major expenses to be increased by around £2500 this year. The increased rental rate for the main hall started half way through the year and two new regular incomes have been added this year. One being the Big Brunch Band who now rehearse in the Village Hall and the other one being the senior table tennis group. These factors have helped to further build up our reserve.

- 4.2 Brian also reported that bank interest is significantly down on the previous year (£9.09 compared to £260.25 the previous year). Brian is currently in discussion with Barclays over this and the current mandate as the bank only paid interest on the account for the first two months of the year.

5. Charities Act

The Chairman reported that the Management Committee is fully up to date with the requirements of the Charities Act and that the Annual Return has been completed and email addresses checked.

6. Election of Management Committee Members

Rule 5 of the Constitution states that all Village Hall Management Committee members are elected at the AGM, with the exception of the Parish Council Representative (nominated by the Parish Council) and the Users Group Representative (nominated by the Users Group). The following attendees put forward their names as wishing to serve on the Village Hall Management Committee and were duly elected as follows:

Elected Member	Proposed by	Seconded By
Paul Beadle	Paul Blackburn	Brian Kimberley
Margaret Cooper	Dave Sheppard	Daphne Neale
Stuart Harris	Brian Kimberley	Paul Beadle
Brian Kimberley	David Wain	Stuart Harris
Daphne Neale	Margaret Cooper	Bridget Batchelor
Dave Sheppard	Daphne Neale	David Wain
David Wain	Margaret Cooper	Linda Cook
Bridget Batchelor	Dave Sheppard	David Wain

The Election of Officers will take place at the first Management Committee meeting after the AGM (Rule 16) to be held on Thursday 3rd May 2018.

7. Any Other Business

- 7.1 Linda enquired when work would be taking place to replace the village hall floor and how long would it take. Dave S reported that whilst we still had to raise the necessary funding, the work will need to be carried out at some stage in 2019. It is likely to take around 6 weeks during which time

the main hall would be out of service. We will work to reduce the impact of this on regular users and it will probably take place over the 2019 summer holidays.

- 7.2 Bridget commented that she has a contact who might be interested in tendering for the work. She will send Dave S the contact details. It was also suggested that we contact Minety Village Hall who recently replaced their floor.

8. Next Meeting (first Committee Meeting of the new session)

- 8.1 The first committee meeting of the 2018/2019 Village Hall year will take place on Thursday 3rd May 2018 at 8pm in the Village Hall.

There was no further business and the meeting closed at 20:42hrs.