



## TTERTON VILLAGE HALL COMMITTEE

Minutes of the Annual General Meeting of the committee held in the Committee Room on Wednesday 24<sup>th</sup> January 2018 commencing at 7.30pm.

Present: Andrew Sharp (Chairman & Secretary) Joan Cullen (Hon. Treasurer), Emma Cooling, Rita Elliott, John Fudge, Jill Gladstone, David Pankhurst and Cheridah Stamford,

1. **Apologies for absence.** Apologies had been received from Claire Mills, Jim Pyne, Catherine Randall and Sharon Young.
2. **Approval of the Minutes of the AGM for 2016 held on Wednesday 25<sup>th</sup> January 2017.** The minutes of last year's AGM having been displayed on the village hall noticeboard and on the village website, were taken as read. That they be approved as a true record of that meeting was proposed by Joan Cullen seconded by Emma Cooling, and was agreed unanimously.
3. **Matters arising.** There were no matters arising.
4. **Chairman's Report.**

*"I think I can say that 2017 was quieter than some I can remember. That said, I think we managed to achieve much.*

*At the beginning of the year, having bowed to comments that the hall could do with a projection screen, we had an electrically operated screen installed. We have had positive comments back from both the OVA and the Garden Club as to how it makes life so much easier for their guest speakers.*

*We also took delivery of new trestle tables; the purchase of these had been made possible by the generosity of a couple of villagers. These tables are now conveniently stored in the hall store and are much lighter than their previous ones. The old ones remain in the outside store and are available for other village organisations to hire.*

*Andy Mitchell was engaged to replace the tatty, rather dated passage and toilet doors. In a bid to stop draughts, we opted to go for self-closing ones. They are certainly a big improvement on their predecessors.*

*In the spring we were pleased that Graham Dabrowiecki was able to decorate the hall externally. It was beginning to look grubby but now has been given a new lease of life. We must at some stage start to think about giving the inside decoration of the hall a make-over.*

*To save people, notably me, from putting their backs out, we had a pair of good quality wall mounted loudspeakers installed. These were installed so that the amplifier can be plugged in either at the front of the hall or at the back. This dispensed with the need to lug out the heavy and unwieldy speakers that were in the store. We will retain these, in case there is ever a need for the PA System to be used externally.*

*At last we had the new low voltage lights installed to the main hall; this has made a huge difference, as not only being both brighter than the old ones, they are dimmable.*

*Between ourselves and the Shop Committee, we thought it would be a good idea to put up a notice board outside the shop for the joint use of both the hall and the shop. It was somewhat larger than we originally thought and was a bit of a struggle to affix to the wall. However, now it has been installed it seems to be the right size and is in a good position where it can be seen by all.*

*It was very sad that after many years, due to the illness of some members, Valerie Whatley had to make the difficult decision to put an end to the Short Mat Bowls Group. All the equipment is safely stored so that in the future this pastime can be resurrected.*

*Once again we have had issues with children skateboarding around the curtilage of the village hall. Not only was this dangerous given the speed of traffic, but they were once again causing damage to the steps on the west side. Sadly if anyone told them off they were at best ignored, or at worst met with some foul language. One would like to think that having put notices up around the hall, this activity may have decreased.*

*Unfortunately we had a theft of money from the hall lobby and the key to the kitchen went missing. Thanks must go to Steve Cooling who rapidly fitted a replacement thumb turn lock to the kitchen door.*

*As usual I must pay tribute to Joan, for keeping our finances in such good order and being there whenever I needed to chat something through with her. Joan has been our Booking Clerk for many years and our Treasurer for even longer. I would like to think that should she ever decide to give up one of these onerous tasks, there will be a volunteer from the committee eager to take up the reins.*

*Finally, I would like to thank the whole committee for their support during 2017. And although Clive is no longer on the committee, he still cuts the grass when it is getting out of hand. So many thanks to him and also thanks to Val Pride for continuing to put our bin out on landfill collection days."*

That the Chairman's' Report be accepted was proposed by Cheridah Stamford, seconded by David Pankhurst and was accepted by all present.

5. **Treasurer's Report.** The Treasurer distributed copies of the balance sheet (attached at the end of these minutes) and gave her report thus:

*As you will see from the figures, unfortunately the Bowls club has folded up. This was due to illness and, sadly, the members were not getting any younger and the Bowls Mats were very heavy to move.*

*The Rents are up thanks to the Elections, which always pay a good fee for the Hall.*

*There are several new items on the Debit side. The new items are:-*

*Speakers*

*New Doors*

*New Lights*

*Drop Down Screen*

*There is a long story about SWW, but, thanks to the Chairman, it worked out well.*

That the accounts for 2017 be adopted was proposed by Andrew Sharp, seconded by Emma Cooling and was passed unanimously.

6. **Appointment of Auditor.** That Kate Wise FCCA, who specialises in charity accounts, continues as our auditor was proposed by Andrew Sharp and seconded by Joan Cullen, this was agreed by all present.
7. **Approval of Hall User Groups for the forthcoming year.** The existing approved user groups were: The Parish Council, Otterton School, The Garden Club, The Dog Club, The Shop Committee, Otterton Twinning Association and Otterton PCC.

That this existing user groups be carried forward to the forthcoming year was proposed by Emma Cooling, seconded by Andrew Sharp and was carried unanimously.

8. **Election of Officers. (Chairman/Treasurer/Secretary)** At this point, the Chairman, having stated that he would be willing to continue in his dual role if there were no other candidates wishing to serve, stood down and Joan Cullen took the chair. There being no other nomination for the role of Chairman, Joan Cullen proposed Andrew Sharp for this position; this was seconded by Cheridah Stamford and was passed unanimously.

As there was no other name put forward for the role of Secretary, Cheridah Stamford proposed that Andrew Sharp continued in this role, this was seconded by Emma Cooling and agreed without dissent.

Andrew Sharp re-took the chair and asked for nominations for the Treasurer's post. Joan Cullen agreed to stand again and since there were no other volunteers, it was proposed that she continue by Andrew Sharp and seconded by Emma Cooling, this was universally passed by all present.

9. **Election of Committee. (including User Group Representatives)** Sue Moger had reluctantly resigned from the committee for family reasons. There were two new nominees for the committee, namely Clare Lister and Tristan Jones. That the committee be elected en-bloc including the two new members was proposed by Jill Gladstone and seconded by John Fudge. It was agreed with one accord.

10. **Review of Hall Charges.** Given that rates hadn't been increased since 2016 combined with the improved facilities in the hall, it was suggested that the hire charges be increased by 10% as from 1<sup>st</sup> April 2018. This was proposed by Andrew Sharp and seconded by Joan Cullen and was unanimously agreed.

11. Emma proposed a vote of thanks to the Chairman and Treasurer for their works over the past 12 months this was seconded by Jill Gladstone and agreed by all present.

There being no other business the meeting closed at 7.46pm.

## OTTERTON VILLAGE HALL 31.12.2017

## CURRENT ACCOUNT

£5209	Rents	£5,355.00		£993	Hall Cleaning	£1,067.52
£800	Shop	£800.00		£837	SWW	£408.44
£277	Bowls	£72.00		£279	EDF	£225.84
£7	Wayleave	£7.61		£829	Gas	£1,017.41
	Fete	£31.19		£600	Insurance	£621.60
£252	Donations	£220.00		£24	Community Council	£24.00
	Reserve	£7,000.00			Notice Board	£137.10
	Quiz	£157.00			New Doors	£919.63
					Speakers	£1,780.80
					New Lighting	£2,760.00
					Screen	£1,080.00
					Outside Painting	£1,560.00
					R and R	£288.27
					Sundries	143.01
	<b>Total</b>	<b>£13,642.80</b>			<b>Total</b>	<b>£12,033.62</b>
	Balance 31.12.16	£3,095.80			Balance 31.12.17	£4,704.98
		<b>£16,738.60</b>				<b>£16,738.60</b>

## RESERVE ACCOUNT

	Interest	£7.02			Transfer to C/A	£7,000.00
	Balance 31.12.16	£22,696.61			Balance 31.12.17	£15,693.63
	<b>Total</b>	<b>£22,703.63</b>		<b>I</b>	<b>Total</b>	<b>£22,703.63</b>