



TTERTTON VILLAGE HALL COMMITTEE

Minutes of the Annual General Meeting of the committee held in the Committee Room on Tuesday 29th January 2019 commencing at 7.30pm.

Present: Andrew Sharp (Chairman & Secretary) Joan Cullen (Hon. Treasurer), John Fudge, Jill Gladstone, Tristan Jones, Claire Lister, David Pankhurst, Jim Pyne and Sharon Young.

- 1) **Apologies for absence.** Apologies had been received from Claire Mills and Catherine Randall.
- 2) **Approval of the Minutes of the AGM for 2018 held on Wednesday 24th January 2019.** The minutes of last year's AGM having been displayed on the village website and village hall noticeboard, as well as having been emailed to all committee members, were taken as read. That they be approved as a true record of that meeting was proposed by John Fudge and seconded by Jill Gladstone.
- 3) **Matters arising.** There were no matters arising.
- 4) **Chairman's Report.** *2018 was a relatively quiet year with the usual spate of minor emergencies, this included the Yoga Group having somehow achieved pulling a radiator off the wall resulting in water flooding the floor as well as the PTA (OCESA) having managed to block the kitchen drain by pouring fat down the hand-wash sink.*

Clive Parnell, after many years of tending the lawn area outside the Committee Room announced that he was finding it too much and would no longer be able to continue. I must publicly thank Clive for giving his attention to this area for so long unpaid. I must also thank my wife Briony for helping me reducing this hayfield to a more acceptable length of grass and clearing some particularly vicious brambles.

Hopefully the issues with children skateboarding around the curtilage of the village hall have now been solved, as I am not aware of any repetition of the problems of the previous year. I am sure that with the posting of notices discouraging this activity combined with the newly installed CCTV cameras have both achieved the desired effect.

During the year we had a fire alarm installed; this is operated by smoke detectors in the main hall and committee room and a heat detector in the kitchen. When the alarm is activated, there is a strobe light outside the double doors as well as an audible alarm.

In December, following a tip off, Joan and I went to the EDDC offices at the Knowle, to see what chairs the council would be moving on. We have made an offer of £2.00 each on approximately 75 chairs. We found these chairs to be very comfortable and they come with arms. The councils move to Honiton has been delayed, so we still wait to see if our offer has been accepted.

The launch of the Film Club seems to have been a success; the proof of this will be to see how many members renew their membership for the next winter season.

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 now and would like to pass this job on to another member of the committee. I do hope that someone will be willing to relieve Joan of this task and take on this role.

Finally, I would like to thank the whole committee for their support during 2018, also many thanks to Val Pride for continuing to put our grey bin out on the relevant collection days.

That the Chairman's Report be accepted was proposed by Emma Cooling and seconded by Joan Cullen

- 5) **Treasurer's Report.** Joan confirmed that the room rents are down on last year, but there had been two elections the previous year which had given us £400.

Thanks were given to Emma for organising the "Italian Night", it was a great evening and netted £365.

Charges for gas were down, Joan and Andrew had met with the Calor Gas rep a few months ago and he was able to give us a very welcome reduced rate.

That the presented accounts (see appendix 1) for 2018 be approved, was proposed by Claire Lister and seconded by David Pankhurst

- 6) **Appointment of Auditor.** Joan proposed that we continue to use Kate Wise FCCA, this was seconded by Jill Gladstone.

- 7) **Approval of Hall User Groups for the forthcoming year.** The groups who would be represented on the hall committee for the forthcoming year were: The Parish Council, The Garden Club, The Twinning Association, The Community Shop and the School.

- 8) **Election of Officers.** Andrew Sharp agreed to stand as Chairman for 2018. He was proposed by Joan Cullen and seconded by Emma Cooling. There no other candidates.

Joan Cullen was willing to serve a Treasurer for 2018. She was proposed Andrew Sharp seconded by Emma Cooling. No other nominees were forthcoming.

Andrew Sharp agreed to stand as Secretary for 2018. He was proposed by Jill Gladstone, seconded by Emma Cooling. No other volunteers stood.

- 9) **Election of Committee** . It was noted that after more than 30 years on the committee, Rita Elliott had reluctantly decided to stand down. Tributes were paid to her contribution and it was agreed that a letter and small gift be arranged in recognition of her service. Cheridah Stamford had also resigned as, due to the lack of Friday evenings available to her, she had decided to find another venue for her dog club

- 10) **Bookings Secretary** Since no other candidate currently wished to take on this role, Joan was happy to continue for another year.

- 11) **Annual Review of Hall Hire Charges.** Having raised rates last year, it was felt not to be appropriate for another increase at this stage. This was proposed by Andrew sharp, seconded by Emma Cooling

There being no other business, the meeting closed at 7.45pm

Appendix 1

OTTERTON VILLAGE HALL 31.12.2018

CURRENT ACCOUNT

£5347	Rents	£4,996.00		£1067	Hall Cleaning	£1,083.55
£800	Shop	£800.00		£408	SWW	£261.14
£0	Film Show	£175.85		£225	EDF	£55.00
£7	Wayleave	£7.61		£1017	Gas	£886.41
£0	Italian Night	£365.00		£621	Insurance	£601.00
£252	Donations	0.00		£24	Community Council	£24.00
£157	Quiz	0.00		£0	Film Show	£243.55
				£0	Fire Alarm	£1,056.00
				£0	CCTV	£870.00
				£288	R and R	£65.00
				£143	Sundries	£250.24
	Total	£6,344.46			Total	£5,595.89
	Balance 31.12.17	£4704.98			Balance 31.12.18	£5,453.55
		<u>£11,049.44</u>				<u>£11,049.44</u>

RESERVE ACCOUNT

	Interest	£16.65				
	Balance 31.12.17	£15,693.83			Balance 31.12.18	£15,710.48
	Total	£15,710.48			Total	£15,710.48