

## Minutes of Charlton Village Hall AGM

**Held on Thursday 26 November 2015 from 19.30**

Present: Steve Roberts (Chairman), Anne Hodgkins (Secretary), Marion Adkins, Terri Chivers, Edna Vizor, Jennifer Walker, and four members of the public.

Apologies: Kate Connelly (Toddlers Group), Val Coombes, Wendy Harrison (Ladies Keep Fit), Adam Margetts, Neil Medland, Gill Rycroft, Leanne Woodford

1 **Minutes of Last AGM.** The Minutes of 27 November 2014 were approved with no changes.

2. **Chairman's Report.** Steve Roberts presented the Chairman's report. He noted, with disappointment, the small number of residents attending the meeting and also the shrinking committee membership. He thanked the committee for their work during the year highlighting Edna Vizor for her support of bookings and viewings and Terri Chivers who keeps the hall so clean and tidy.

The Chairman reported that the committee had set out to do a number of things during the year, not all of which had been achieved, with some external work ending up on the back-burner. One notable achievement has been the installation of hot water in the toilets and hot air hand driers (funded by a community grant from St. James Place). He particularly wanted to thank Ali and Neil Ritchie who had helped us get a substantial discount on the Dyson hand driers, and will present them with a token of the committee's appreciation. The committee are now focussing on redecoration of the toilets and lobbies. Terri reported that the decorators were coming in during the Christmas break, when the Hall is quiet.

The Chairman also highlighted the support that the Hall has received over the last 29 years from CHAOS. They have provided many memorable events and their donations to the Hall's funds will be sorely felt. The committee will write to them to formally thank them for all their support.

The Chairman closed by expressing his concern for the future of the Hall and Playing Field. They are a fantastic asset for the community which it would be a shame to lose. The Cricket Club is at a delicate stage with some new blood coming in to replace the older generation of players. He suggested that one way to help secure the future would be to seek additional sporting uses for the playing field.

3 **Finance Update.** Marion Adkins provided a summary of the profit and loss report for the financial year 2014 - 2015. She began by explaining that, due to work commitments, Adam Margetts had recently resigned as treasurer. She offered him huge thanks for the work he has done over the last three years.

Marion reported that Total Operating Income for the year was £10,743, up £68 on the previous year. Key points within this figure are that all but one of the regular groups had continued to use the Hall, fewer wedding parties had been booked and Oaksey AFC

had paid £600 to use the recreational field for practice whilst their own grounds were refurbished.

Marion noted the hard work of Anne Holland and her team in March getting as many people as possible to buy a 150 Club ticket. She also highlighted that the Friends initiative provided a steady stream of income and the committee would like to have a campaign to relaunch the Friends. As a registered charity it would be possible to claim a refund of income tax for any contributors who signed [a Gift Aid certificates](#).

Marion reported that Total Operating Expenses were £10,221.90, compared to £9,526.94 in the previous year. Overhead Expenses were up by £143.60 (or 2.3%) and Repairs and Maintenance Expenses up by £551.36 (or 17.4%) on the previous year. The latter was largely due to an increase in the costs of Playing Field and Garden Maintenance, resulting from less of the mowing being done by volunteers. The Hall pays 60% of the cost of hiring contractors.

Other Income was £3,202.84, up from £2,688.54 in the previous year. This was largely due to the funds raised by the Autumn Dinner Dance. The figure includes the continued contribution from Charlton Parish Council to cover the cost of the Hall insurance and the final contribution from CHAOS.

The overall net profit was £3,723.94, down by £112 from the previous year.

Extraordinary items and projects carried out during the year were the upgrade to the toilets to provide hot water and hand driers and purchase of the remaining crockery, cutlery and glasses for hire.

Marion concluded by reporting that the reconciled balance on 31<sup>st</sup> August was £8,612.75. This is a healthy balance, equivalent to about one and a half times our fixed overhead costs, so it is important that we find ways to maintain or increase our income.

#### **4 Future Plans for the Village Hall**

Anne Hodgkins began with an update on the improvement plans from last year's AGM. The good crockery was purchased and several functions have taken the opportunity to hire it as part of their booking. The committee is in the final stages of redeveloping our website, having selected The Front Room in Malmesbury to develop the site. The main new feature will be a calendar showing bookings.

Although these improvements, along with the upgrade to the toilets have progressed to completion there are a number of maintenance activities which have not been completed. Over the last 2 years five people have stood down from the committee, with only one person joining. There are now no longer any residents of Hankerton on the committee. As a result the Committee do not have the capacity to pursue the wide range of maintenance and enhancements that the hall needs to keep it in good shape.

Pleas for new people to join the committee have been unsuccessful, so we have decided to try a new approach and are looking for people who are willing to volunteer their time

to help the hall without being expected to attend committee meetings. For example, Peter Holland has volunteered to carry out small repairs for us.

Finally, we are also interested in hearing what types of events people would like us to hold to raise important funds for the Hall. It was noted that Deb Craven was planning another Dinner Dance for the spring. Those present were in favour of another Quiz Night and added that the Fun Run had been a good way to get local people together. Steve Roberts pointed out that the Fun Run requires a lot of manpower to ensure safety of those taking part.

**5 Any Other Business**

None.

**6 Election of Officers.** Steve Roberts (Chairman) and Adam Margetts (Treasurer) did not stand for re-election and there were no nominations to replace them. Appointment of the Secretary (Anne Hodgkins) was unanimously reconfirmed.

The constitution of the Charlton Recreational Centre charity states that there will be three Trustees so an Extra-ordinary meeting will have to be called to seek to fill the other two roles. The committee will produce a flyer to distribute to all households explaining the position and inviting them to the meeting. In the meantime, all present were asked to canvas their neighbours for candidates.

**7 Date of next Committee Meeting** It was agreed that the committee would meet again in December to plan the Extra-Ordinary meeting.

**Meeting ended at 20.50.**