

RECORD OF ANNUAL GENERAL MEETING MINUTES FROM THE HUGHENDEN VALLEY VILLAGE HALL HELD ON 7th January 2019 @ 20:00

Present	Michael Sole Bob Hawkins Dylan Jones Diana Gibbons Joan Steel Judy Biggs Jill Thompson Derek Ransom John Moorby Neil Bellamy Vicky Bellamy Roland Wales John Hazelden Jonathan Hilder Peter Cannon Nancy Pomfritt Peter Cooper Annika Beckwith Daryl Beckwith Linda Brunton Rob Collins Clive Webb Peter Gieler Simon Kearey	Chairman Treasurer Secretary Valley Players Valley Friends MS Society Village Shop Trustee Conservation Group Football Club Trustee Trustee Resident Resident Resident Resident Resident Resident Resident Resident Resident Resident Resident Parish Council Parish Council
Apologies	Al Bowyer Christine Powell Andrew Flint Janet Idle Kerry Franklin	Auditor Bookings Secretary HAGA Residents Association Playground Users

	ACTION
<p>Item 1 – Chairman’s Welcome and Introduction</p> <p>The Chair welcomed all in attendance to the 2018 Hughenden Valley Village Hall Annual General Meeting (AGM). A safety brief was given prior to the start of the AGM.</p> <p>Michael wished to acknowledge that Bob And Dylan after several years of service to the Village Hall would be standing down as Treasurer and Secretary respectively. Michael thanks both for the hard work, support and Friendship throughout their term.</p> <p>Michael also gave thanks to Tony Konieczny and Andrew Flint who are also standing down from the Committee. Both would be missed as they had been long standing members of the Committee. Andrew will remain the representative of HAGA until their Committee appoints another member later in the year.</p>	
<p>Item 2 – Apologies</p>	

Apologies were declared, acknowledged and recorded.

Item 3 - Record of Minutes from the last Annual General Meeting

The minutes from the AGM dated 22nd January 2018 were discussed and agreed as a true reflection of the meeting.

Proposed – Jonathan Hilder

Seconded – Derek Ransom

Item 4 – Actions Arising from the last meeting

There was only one item arising from the minutes of the last meeting that referred to the Constitution which Dylan will cover during the Secretaries update.

Item 5 – Chairman’s Report

Please see attached Chairman’s report.

Item 6 – Treasurers Report

Please see attached statement in draft. At the time of the AGM the accounts had not been audited and so a draft report was issued.

Bob highlighted the following from the end of year accounts.

- For another year the incomes from Hiring’s is still less than the running costs of the hall. Fundraising still remains the main reason we are showing a surplus.
- A large spend had been attributed to several maintenance projects throughout the year Village day such as internal Doors, CCTV and acoustic panels.
- A formal cleaning contract had increased the cost of keeping the hall clean
- Energy tariffs had risen sharply.
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Bob informed the Committee that the hiring charges would be increased for 2019 and most of the regular users had been informed.

A question was asked as to why the water rates had doubled over the year. Bob explained that this was under investigation as the waste water element of the bill was where the increase had taken place.

Bob explained this was an outstanding query that he has raised with the Water Companies and he is awaiting a response.

Bob thanked Rob Bryan for acting as cover for the Treasurer. Bob also thanked Al Bowyer who audits the accounts and informed those present that Al has indicated that he is not able to continue with the Village Hall accounts audit work next year.

Bob proposed that as the accounts were not audited that those present agree the accounts ‘subject to a satisfactory audit’ All present agreed.
The Chair thanked Bob for help and support during the year and also expressed his appreciation of the help and support of Roger Bryan who acts as Deputy Treasurer.

Bob also spoke of his personal disappointment in the Parish Council with regards to leaving the Hall with a £15k bill for replacing the playground equipment and refusing to continue the annual donation for the upkeep of the Hall. This new Grants policy had severely impacted the Halls funding and left the Village without a fully equipped playground. Albeit it is recognised that the Parish Council did donate towards the Xmas lights and playground equipment, but this still left a huge deficit for the Hall to find.

Both Simon and Peter responded to Bob's points and explained the current position of the Parish Council. They also highlighted that the changes to the grant policy were under review and a new Grant policy would be forthcoming.

Item 7 – Secretary's update

Dylan reminded everyone present of the points raised at the last AGM about approving the Constitution, hence it was left to this year to approve.

Dylan apologised for not being able to attend last years AGM, to complete the process and answer the questions raised.

However, it is not for the AGM to approve the Constitution, this is the role of the Committee. The Constitution changes are brought to the AGM to ensure there are no objections before the Committee adopts them formally.

Dylan explained that the Constitution is written into the Covenant and so there is very little opportunity to amend the Covenant without legal costs and the approval of the Covenant holder. That said, there was opportunity to add to the Constitution to add detail and document changes in the environment that needed to be recorded, such as Charity Commission governance and new legislation.

Dylan presented and explained the changes which fell into the following categories;

1. Changes to the wording to reflect the merger of the Hall and Field Charities
2. Amend the structure of the Committee to reflect the change to the Parish Councils legal responsibilities which could be deemed a conflict if they had an automatic seat on the Committee as per the Covenant.
3. Clarify who is authorised to spend what and when on operational and emergency situations for the day to day running of the Hall and Field.
4. To reflect the Committees limited ability to amend the Constitution, which is written into the Covenant without referring to the Covenant holder.

Following the presentation, Dylan asked if there were any objections to any of the changes to the Constitution. No objections were raised.

Committee Stands Down

Item 8 – Elections

The nine groups who had nominated Committee members are:

Angus Idle – Residents Association
Andrew Flint – HAGA
Diana Gibbons – Valley Players
Judy Biggs – MS Society

Joan Steel – Valley Friends
Kerry Franklin – Playground Users
Louise Jones – Valley Shop
Neil Bellamy – Football Club
Jill Graves – Art Club

Michael asked if there were any objections to the members put forward by the respective clubs. No objections were raised.

Rob Collins asked why these specific clubs were offered a seat at the Committee. Dylan explained that the Covenant detailed the clubs that were offered seats. However, there is a modern interpretation to some of the specified clubs as many no longer exist. If a Club is interested in joining the Committee then they should make the Committee aware.

The following candidates put themselves forward to be considered as members of the Committee from the residents.

Michael Sole
Christine Powell (absent)
Darryl Beckwith
Clive Webb
Jonathan Hilder

Dylan explained that the Constitution suggests that proposed Committee members should attend the AGM. However, as Christine, our present Booking Secretary was unable to attend due to her injury Dylan asked if there was any objections to Christine being proposed in her absence. All present agreed she should be included.

Dylan Highlighted that as only 5 nominees had put themselves forward no voting was required.

Michael invited the new members to introduce themselves to the attendees.

Item 9 – Any Other Business (AOB)

Simon Kearey informed those present that 2019 was the 125 year anniversary of the Parish and that the Parish Council will be holding events across the Parish to celebrate.

Item 10 – Guest Speaker

Michael introduced Neil Bellamy, Chairman of the Football Club who was going to speak about his employed role in Banking.

Neil gave a thought-provoking presentation on the emerging and future trends in technology that would impact the employment and personal lives of people in the near future.

Michael thanked Neal for his enlightening view of the future and how technology will change how we work.

Item 11 – Date of Next Meeting

All present agreed that the meeting was held in an open manner and all present had an opportunity to contribute.

The next AGM will be held on the 2nd December 2019. The next committee meeting will be held on the 4th February 2019 when the Chairman, Treasurer and Secretary will be chosen along with the 6 Trustees.

All those interested in becoming a Trustee should write a small bio of no more than 100 word and email it to the Secretary@hughendenvillagehall.com at least two weeks before the meeting.

The Chairman thanked all those that attended and the AGM was closed at 21.46

Chairperson's Report 2018

To use the words of John Lennon "Another year older and a new one just begun". It really is 12 months since our last AGM, and how time has flown by.

Firstly, I would like to publicly thank my fellow committee members for their support and involvement over the past year. We have had to deal with a number of issues that have distracted us from our core responsibility of maintaining and developing the halls for the benefit of the community. These issues included the new community shop which is now a very welcome fixture at the heart of the community; the proposed installation of a MUGA on the field which has now been withdrawn; as well as the unexpected funding of new playground equipment to replace those pieces that failed a safety check. The committee are all volunteers and their commitment to the cause has been unflinching, so thank you very much. In particular, I would like to thank my fellow officers on the committee, who each undertake a specific responsibility on the management team, and who contribute many hours of their own time to ensure the village hall continues to be a very in-demand and successful venue for use by the entire community. So, thank you to Christine Powell our Bookings Secretary, Bob Hawkins our Treasurer, and Dylan Jones our Committee Secretary. Also, a special mention to Bev Beveridge our external Maintenance contractor who ensures those small and not so small maintenance tasks are undertaken in a timely manner.

Secondly, the demand for bookings in both halls continues to be very positive and we have, on occasion, had to decline enquires for the most popular times. I am pleased to report the halls financial position continues to be solid and Bob will no doubt elaborate on this within his report. I would particularly like to highlight the work put in by Victoria Bellamy and Al Bowyer, our fund-raising team, in organising a number of events during the year including the Annual Potter Quiz and the village Christmas Dinner & Dance. Also, a big thank you goes to Diana Gibbons for organising the Christmas Bazaar, and to Louise Jones for arranging the Christmas Carol singing event when the new tree lights were also switched on. 2018 also saw our bi-annual Village day event in July, and although visitor numbers were down on previous years, those who did attend certainly seemed to enjoy the wide variety of stalls and activities on offer, as well as enjoying the superb range of food and refreshments. Thank you to the organising committee as I know the planning for the day started some 12 months in advance.

I shall now like to bring you up to date on the investments we have undertaken within the complex during 2018. These include replacing all of the internal doors with new solid wood doors and I hope you agree how splendid they look. We also completed the CCTV installation that I mentioned at our previous AGM as well as completing the installation of acoustic panels in the large hall with plans to do the same in this hall later on this month. The new playground equipment was a major cost that we shared with both the parish council and some very generous contributions from fellow villagers. A big thank you to the Kerry Franklin, Sarah Harris and Lisa Thyer-Jones for taking on the responsibility of raising the funds to achieve such a successful outcome. You may have noticed the wood floors in both halls have been totally refurbished and the main entrance hall has been given a very deserving makeover. Finally, our new tree lighting was the result of a jointly-funded project in conjunction with Hughenden Parish Council and we have received many positive comments about them. All in all, a very productive year with a sum in excess of £25K being spent. Our plans for the future include replacing the external doors and some remedial work on the failing car park surface that we have previously postponed due to the uncertainty of the MUGA outcome. As many of you know, we publish our expenditure programme on the hall website and this will be updated as time progresses.

Before finishing, I would like to highlight the excellent work of the village hall conservation team led by John Moorby. They meet regularly during the year on Sunday mornings with the specific aim of managing the bank alongside the front field. This has resulted in a piece of land that is full of flora and fauna that can be enjoyed by the whole village. In fact, this coming Saturday, the team will be conducting their “winter walk” of the bank and I would encourage everybody to join them and spend a really fascinating hour learning all about the rare and not so rare plants within our midst. So, 11.00am is the time on Saturday to meet outside this hall, and I am advised there will be a warming cuppa and biscuits afterwards.

In conclusion, the committee have been very active during the year and demand for halls reflects their popularity. I look forward to reporting to you in a years’ time so until then, on behalf of the entire committee, we wish you a healthy and prosperous 2019.

HUGHENDEN VALLEY VILLAGE HALL & KING GEORGE'S FIELD

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2018

	2018	2017
	£	£
INCOME		
Hire charges, hall and grounds	42,877	40,498
Grants: Hughenden Parish Council	-	1,170
Fundraising	3,058	2,141
Village Day	499	-
Donations etc.	-	10
Bank interest	692	777
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	47,125	44,595
EXPENDITURE		
Lighting and heating	3,177	3,331
Caretaker and cleaning	6,221	4,534
Insurance	1,317	1,264
Water rates	1,828	928
Repairs and decorating	12,245	12,111
Equipment	10,551	5,355
Improvements to buildings, equipment	7,857	6,579
Upkeep of grounds	4,747	6,362
Refuse collection	1,379	1,325
Legal Fees	200	228
Telephone, postage, stationery etc	518	198
Business Rates	637	502
Community Shop Support	-	2,071
Miscellaneous	1,027	1,635
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	51,703	46,423
REVENUE DEFICIT	<hr/>	<hr/>
	-4,578	-1,828