

**RECORD OF ANNUAL GENERAL MEETING MINUTES FROM THE HUGHENDEN VALLEY
VILLAGE HALL HELD ON 6th Decemnrber 2021 @ 20:00**

Present	Michael Sole Clive Webb Kerry Franklin Andrew Flint Diana Gibbons Angus Idle William Pettinger Louise Jones Dave Hilling Vicky Bellamy Gary Franklin Peter Cannon David Mynors Paul Cooper Sam Morrison Stephen Smith Jill Thompson Simon Kearley John Beveridge Roland Wales	Chairman Secretary Bookings Secretary HAGA Valley Players/Trustee Residents Association Resident Village Shop Football Club Trustee Resident Resident Resident Resident Art Group Trustee Resident Resident Resident Resident Trustee
Apologies	Jonathan Hilder Janet Idle	Treasurer Resident

	ACTION
<p>Item 1 – Chairman’s Welcome and Introduction</p> <p>The Chair welcomed all in attendance to the 2021 Hughenden Valley Village Hall and King George’s Field Annual General Meeting (AGM), there were 20 members of the community present so were quorate.</p>	
<p>Item 2 – Apologies</p> <p>Apologies were declared, acknowledged and recorded.</p>	
<p>Item 3 - Record of Minutes from the last Annual General Meeting</p> <p>As the AGM in 2020 was cancelled due to the pandemic the minutes from the AGM dated 2nd December 2019 were discussed and agreed as a true reflection of the meeting.</p> <p>Proposed – Andrew Flint Seconded – John Beveridge</p> <p>Item 4 – Actions Arising from the last meeting</p> <p>The accounts from 2019 and 2020 had been audited and submitted to the Charity Commission.</p>	

Item 5 – Chairman’s Report

Please see attached Chairman’s report.

Item 6 – Treasurers Report

The Chair explained Jonathan was unwell and unable to attend the meeting.

The Income and Expenditure Account for 20/21 was communicated to the meeting. (See Appendix 1).

Michael explained, due to COVID, the figures for this year were unusual, our income was greatly reduced as the hall was closed for a long while. Similarly, we have not been able to hold any fund raising events, it is only due to the Bucks CC Grants that we were able to operate with a surplus.

Michael explained Jonathan has decide to step down from his role due to ill health and his work load, he thanked Jonathan for his help and support, Michael also thanked Roland Wales as he has volunteered to take over the role if elected.

Item 7 – Secretary’s update

There was no update from the secretary that hadn’t already been covered in the Chairman’s report.

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
Naj Alikhan – MS Society
Unknown – Good Companions
Lisa Thyer-Jones – Playground Users
Louise Jones – Valley Shop
Dave Hilling – Football Club
Paul Cooper – Art Club

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

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

Michael Sole
Roland Wales
Kerry Franklin
John Beveridge
Clive Webb
Stephen Smith

The Chair highlighted that as 6 nominees had put themselves forward a vote was required.

A vote was therefore held, but on reporting the results Dave Mynors raised a point of order on the eligibility of Kerry standing as she was paid for the booking

secretary role.

The Chair explained that the Constitution states “No committee member may receive money or benefits in kind for work done on the committee, unless appointed to perform specific tasks for a specific payment by the direction of the committee”. The meeting agreed that the Trustees should rule on this at their next meeting.

Stephen Smith explained he felt his role on the committee would be better utilised as a Trustee, he would therefore withdraw his nomination as a public member and put his name forward for election as a trustee at the January meeting.

The Chair therefore confirmed that (subject to the Trustees confirmation) the resident members of the committee would be Michael Sole, Roland Wales, Kerry Franklin, John Beveridge and Clive Webb.

Item 9 – Any Other Business (AOB)

Peter raised the issue that the hall would be ideal for solar panels, he felt the hall would qualify for a grant and whilst being good for the environment and setting a good example it would also reduce our energy use. The meeting agreed and suggested it would be a good to include the new Hughenden Climate Group in further discussions.

Dave Mynors queried the parking fees the hall received for vaccination parking and if they were necessary. The Chair explained the fees were offered by the Pharmacy (a commercial operation) and were “ringfenced” to repair the car park and field. There was then a general discussion whether the car park could be used by vaccination parking on other days in the week, Kerry explained we have already lost bookings due to car parking problems and Tuesday and Wednesday were our quieter days.

Sam proposed combining the new lighting being sourced for the village hall with the shop’s new proposal. The Chair said this could be discussed at the next committee meeting.

Sam asked why the car parking space had been coned off at the shop side of the village hall, Michael explained the safety problems with cars backing out resulting in a major risk of injury to those in the vicinity.

Several members of the meeting felt that there was animosity between the leadership of the Community Shop and the Village Hall committee and felt we weren’t working well together.

The Chair asked the meeting for solutions.

- Stephen suggested a Q&A session every month with the village.
- Vicky explained perhaps different people would bring a new approach.
- Clive suggested more communication, the shop have a place on the Hall Committee but the hall does not have a reciprocal agreement.

Michael agreed that these should all be discussed at the next management committee.

Item 10 – 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 5th December 2022. The next committee

meeting will be held on the 3 rd January 2022 at 8pm in the committee room when the Chairman, Treasurer and Secretary will be chosen along with the 6 Trustees.	
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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.	
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The Chairman thanked all those that attended and the AGM was closed at 21:17.	
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Committee Chair Report 2021

Even though we have been either fully or partially closed for much of the past 2 years since our last AGM, a lot of water has flowed under the bridge and there are many highlights for me to report to you.

I shall firstly touch upon the financial situation that, no doubt, our treasurer will expand upon later. We have a healthy bank balance that allows us to invest in the hall for the benefit of the community. For instance, we are planning to replace every single internal and external light fitting in the both halls as most of them will shortly become non-compliant with new regulations and guidelines. The new lighting will reduce, significantly, our electricity consumption which is obviously good news for all. Another investment planned is the installation of a comprehensive fire detection and alarm system that was recommended following a recent fire, safety and health assessment. Whilst talking of investments, the car park surface has deteriorated considerably and it is anticipated resurfacing the affected areas will cost in the region of £30K to £40K and we hope to undertake this work during the summer of 2022.

Although our normal income streams were adversely affected during the closure months, we were fortunate to be awarded 3 government Covid-related grants totalling just over £18,000 and thank you to the our neighbouring village halls for alerting us to them and for helping us to access these funds. Additionally, and as most of you are aware, we have permitted the Pharmacy to use some of the parking bays on a couple of days each week for vaccination parking, and with a thank you to Louise Jones from the Community Shop for highlighting the opportunity, we have agreed a daily fee with the pharmacy for allowing this. Our normal fund-raising was obviously curtailed for many months with Village Day, the Christmas Fair and Annual Dinner & Dance being cancelled. Thankfully, the Christmas Fair this year was able to be held a couple of weekends ago and whilst the financial outcome has yet to be finalised, the occasion was very well received by all who exhibited and attended. Thank you to Kerry Franklin, Victoria Bellamy and Diana Gibbons for their hard work in organising the event.

On the hall bookings front, we have successfully transitioned from a paper diary to an on-line booking system and thank you to Kerry for steering us through that sticky challenge. Regrettably, we have lost a few regulars due to Covid issues, but we have also gained some new hirers resulting in a very busy schedule week in, week out. Additionally, demands for weekend party and event bookings are extremely buoyant, so overall, we can report things are going well.

It would be remiss of me not to highlight the invaluable work undertaken by the Conservation Group in maintaining and managing the ever-growing trees, shrubs, plants and grasses on the bank beyond the football field. The group meets every Tuesday during the season to tackle the essential pruning and cutting tasks and their efforts and achievements (and those of their predecessors) over the past decades were recognised by the award in 2019 of Local Wildlife Site status by Bucks Council. Thank you all, especially to John Moorby who has been involved with the group for over 25 years, latterly as leader of the group, and has recently decided to hang up his shears. We all wish him well.

In conclusion, the hall committee have been very active throughout the period and we look forward to another rewarding year in 2022 and reporting back to you at next years AGM.

Income & Expenditure Account

For the year ended 30th September 2021

	2020/21 £	2019/20 £
<u>Income</u>		
Hire Charges, Hall & Grounds	24,762	24,528
Grants	9,551	10,000
Fund Raising	309	
Village Day		
Donations		
Bank Interest	323	566
	34,945	35,094
<u>Expenditure</u>		
Lighting & Heating	4,844	4,682
Caretaker & Cleaning	4,260	4,908
Insurance	1,807	1,437
Water	5,183	1,805
Repairs & Decorating	5,073	11,590
Equipment		1,181
Improvements to buildings		
Upkeep of grounds	1,363	2,318
Refuse Collection		1,114
Bank & Professional Charges	537	3,199
Telephone, postage, Stationery etc.	456	1,217
Rates	190	260
Miscellaneous	5,377	2,263
	29,089	35,974
<u>Revenue:- Surplus/Loss</u>	5,855	-880
Returnable Deposits Received	3,500	
Deposits etc. refunded	4,657	
	-1,157	
Closing Bank Balance	91,147	86,445