

# COLERNE VILLAGE HALL ASSOCIATION

Registered Charity 1072699

## Minutes of the Annual General Meeting held at 7:30pm on Tuesday, 24th May 2016 in the Village Hall

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**Present :** Jacqui Bradburn, Norma Burgess, Kathleen Hall (Chairman), Kay Hall, Wendy James, Erica Laws, Anne Nicholas (Secretary), Sheila Nicholas (Treasurer), Daphne Reason, Deborah Middleton, Tristan Middleton, Rob Parsons, Simon Garrett and Tom Woodall

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### Actions

1. **APOLOGIES FOR ABSENCE**

Ann Atkinson, Nikki Jenner and Paul Carey.

2. **APPROVAL OF PREVIOUS MINUTES**

The minutes from the previous AGM held on 14th May 2015 were approved and signed as correct.

3. **MATTERS ARISING**

None.

4. **PRESENTATION of the TRUSTEES' ANNUAL REPORT and ACCOUNTS**

Kathleen asked if everyone had read the distributed Trustee Report and Sheila Nicholas asked if there were any questions?

Tristan Middleton asked for clarification of the figures on page 3 of the Trustee Report. Why did it show only £113 profit for the Cinema when above it shows the Cinema making £1,817 profit? Sheila explained that the £113 profit was the overall profit for the whole year, not just from the Cinema.

As no further questions were forthcoming the Trustees' Report and Accounts were accepted; proposed by Erica Laws and seconded by Kay Hall.

Sheila stated that Ray Barker had examined the Accounts "free of charge", yet again, and a letter of thanks had been sent on behalf of the Committee.

Kathleen stated that thanks were given to Sheila for such a brilliant job in keeping the Hall's finances in order and for producing these accounts; all agreed.

Jacqui stated that appreciation and thanks should be given to both Sheila and Anne Nicholas for their excellent job in raising all the funds for the refurbishment which has culminated in such an excellent village facility; all agreed.

**4a CHAIRMANS COMMENTS**

Good evening Ladies & Gentlemen

First of all I want to say how very sorry we were to hear of the death of John Usher earlier this year. John was a valued Holding Trustee and Committee member of Colerne Village Hall for many years. We miss the wisdom and help that John gave to the committee and have sent our sincere condolences to his family.

This time last year I spoke about the raising of funds for buying our own projector, installing all the wiring, putting it behind the apex of the ceiling, complete redecoration, blackout blinds and new chairs. At that time Anne had found funding of £41,000.

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Can you believe that between then - just one year ago - and now, all that has been achieved? The rest of the money raised – up to £51,000, all the work done, equipment bought and fitted and our own cinema up and running successfully with our audience sitting comfortably on new chairs.

We have experimented with different days of the week for showing films – so far Tuesday evenings have proved to be most popular- but we will go on trying to fill in any gaps in the bookings to make sure this is a well used hall able to pay its way, trying hard to not raise the price of hiring.

Here I must give thanks to Anne for completing the job and to the many volunteers who help us on film nights. We couldn't manage without you.

We had many complaints about the missing curtains when the refurbishment was finished. The grant money raised covered the blackout blinds but not curtains.

Then a magical thing happened. Some clubs who use the hall as well as kind individual people donated money that enabled us to buy curtains, rails and pay the fitting costs, to add that finishing touch to our newly redecorated hall. Our grateful thanks to them, it meant that we could install the curtains in February instead of having to wait until the next financial year.

In February our Hallmark Scheme certificates expired – it lasts 3 years. This is a scheme that checks Village Halls are run properly and efficiently with current paperwork, safe equipment and well managed.

In March the hall was inspected and passed all three categories with no faults found at any level. Thanks to our Secretary and Treasurer for their impeccable paperwork.

Things go on in the hall that no one is aware of. Like emergency lights coming to an end of their life span – they don't live to a ripe old age these days – and have to be replaced. Cleaners who resign and need replacing, then replacements who don't do the work properly and claim for more hours than they worked. More cleaners have to be found. The outside lights have had to be replaced to make coming and going in the dark safe for our customers. The gardens around the hall need tending and although we have a grass cutting contract they don't look after the shrubs and plants. We have to do this ourselves. Three volunteers from the Colerne Garden Club, Cleo, Christine and Mike turned up to help Anne & I to clip the shrubs and hedge along the side fence and generally tidy the garden. Many, many thanks to them All behind the scenes things that happen without being noticed.

Anne is currently looking for funding to replace the cracked and broken path from the back gate to the car park which definitely wouldn't get a ticked box from Health & Safety. We need to make it safe to walk along and give access to wheel chair users.

So we have had an extremely busy year with great strides made. The hall is in very good condition and the future looked into to make sure that it all stays that way.

The present Committee, who I am privileged to call friends, have agreed to stand for a further year. Thank you all of you, it's a great pleasure to serve with you.

If anyone else would like to join us in the very worthwhile job of taking care of this Colerne Village Hall we will welcome you, now is the time to do it.

## 5. **HIRING CHARGES**

Sheila explained why she was recommending no hiring increases from April 2017. After a brief discussion everyone present expressed their appreciation in the fact that the hiring rates would remain static for another year.

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## 6. FUNDRAISING

### **200+ Club Report**

Kathleen reported that the 200+ Club now has 242 members and was running smoothly.

### **Colerne Cinema Report**

Colerne Cinema continues to be a great success and as mentioned in the Trustee Report and by Kathleen different evenings were tried.

The Committee decided to drop back to one Cinema evening a month during the summer months as our audience numbers have never been very good due to holidays and good weather.

This decision will be reviewed in June when the next batch of films arrive, as from September we are again hoping to screen at least two films per month. This will depend on the choice of films received from Moviola of course.

After teething problems with the new equipment a final solution was agreed between us and Enlightened Lighting Ltd and all seems to be progressing well.

Can I also thank all Committee Members and volunteers who tirelessly give up their time to help at these events making them the great success that they have become.

## 7. PROPOSED CHANGE TO TRUST DEED

Anne Nicholas explained that we need to pass a resolution to amend the Trust Deed to remove the requirement for 3 Holding Trustees and vest all land and assets into the Official Custodian for Charities. After a brief discussion it was unanimously agreed to pass this resolution.

## 8. ELECTION OF COMMITTEE MEMBER'S

**Treasurer** : **Sheila Nicholas**  
Proposed : Kay Hall  
Seconded : Tom Woodall

**Secretary** : **Anne Nicholas**  
Proposed : Simon Garrett  
Seconded : Daphne Reason

**Elected Member:** **Simon Garrett**  
Proposed : Jacqui Bradburn  
Seconded : Kay Hall

**Tom Woodall**  
Proposed : Daphne Reason  
Seconded : Kay Hall

**Kay Hall**  
Proposed : Erica Laws  
Seconded : Wendy James

All the above were elected unopposed.

**Group Representatives:** Ann Atkinson – WI: James Bicknell – Scouts: Kathleen Hall – Whist Drive: Erica Laws – Luncheon Club: Daphne Reason – Gardening Club: Deborah Middleton – CAOS; and Jacqui Bradburn – Parish Council.

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## 9. ANY OTHER BUSINESS & DATE OF NEXT MEETING

Sheila stated that thanks should be given to Kathleen Hall for the continued success of the 200+ Club and also for her Chairmanship over the past year; everyone agreed.

Jacqui Bradburn asked if there was a reason why we had to have the Annual General meeting in May as it seems really early to ratify any hiring increases which apply from April the following year and wondered if it would more sensible to hold a meeting nearer April to discuss/agree any hiring increases.

Sheila explained that her budgets, which any hiring increases are based on, predict our expenditure and income for the year in question. Sheila had recommended moving the increases to April from September a couple of years ago to allow the User Groups more time to organise their finances. The Trust Deed also states that the AGM should be held in May or as practicable thereafter.

There is no reason why at some point in the future increases could be moved back again but they must be ratified at the AGM.

As there was no further Any Other Business; the meeting closed at 7:55pm.

The proposed date for the next AGM is 23rd May 2017 starting at 7:30 pm.