

## PRISTON VILLAGE HALL

### Minutes of the Annual General Meeting held on Wednesday 5th February 2020

Present: Mrs Pattison [Chair] Mrs Anderson Mr Bottle, Mr Cameron,  
Mrs Carter, Mrs Copperman, Mr Cross, Mrs Cross, Mr Dickinson,  
Mr Haines, Mr Hartley, Mr Hughes, Mr Pattison.

Apologies: Mrs Hassard, Mrs Lawton, Mrs Taylor.

Mrs Pattison also welcomed Mr Brookes, Mrs Callan,  
Mr and Mrs Hunt, Mrs Rideout and Mrs and Mrs Wilkinson.

**3221 The Minutes of the Annual General Meeting** held on 30th January 2019, were distributed to all present. Mrs Hunt pointed out an error in the minutes which stated she had referred to 4 officers when she had actually spoken of 3 during the discussion of tenure under any other business. It was agreed to make that one alteration, then the minutes were accepted as a true record of proceedings and signed by the Chairman.

**3222 Matters Arising:** Mrs Pattison said that the question of tenure was on the agenda for the following ordinary meeting. There were no other matters arising.

**3223 Chairman's Report:**

Mrs Pattison commenced by celebrating the achievement of renovating the hall, which she felt all could be proud of. Having increased the funds, helped by the Auction of Promises, generous gifts and profit from May Day, the work commenced during May and although it took quite a bit longer than anticipated, the snagging period is close to ending when any remaining problems will be addressed.

The hall has been much admired and hopefully will not require and major work for several years. The re-opening lunch celebration was well attended and a very special occasion. She gave huge thanks to Niels Cross for his tireless work in overseeing the project.

There is now a smart new noticeboard outside the front of the hall. This was mainly funded by a legacy from Mr Mike Taylor, plus funds from the Parish Council, the Church, the Saturday Café and the Village Hall.

A village photograph competition was run to find pictures to brighten-up the interior, and the six winning pictures have been framed and put up in the hall.

Several members of this committee have been serving tirelessly for more years than can be remembered. Jill Wilkinson resigned in October and thanks to her for all she has done for the hall for so many years. Aylet Anderson was also leaving now and has been Vice Chairman for many years. She was someone who was always relied on for support and advice. She will be sorely missed.

Niels and Clare Cross are also resigning their posts as Treasurer and Secretary. Both these roles have been extra onerous during the last couple of years and they too will be sorely missed. Mrs Pattison thanked them for all the work they have done.

Finally, Mrs Pattison thanked all the committee for their continuing hard work and support during the last year, and Mrs Maggie Rideout for coping with bookings so efficiently and generally looking after the hall.

**3224 Treasurer's Report:** Mr Cross thanked Mrs Nichols for acting as the Independent Examiner and for her report, which he circulated together with his own report. The financial year ended on 31<sup>st</sup> December 2019.

### 3224 Treasurer's Report (cont.)

No issues were raised by the I.E. report and as no other issues were raised by the committee he recommended that it be duly signed and placed on record.

The Independent Examiner's report provides more detail than he wished to discuss at the meeting but the essential points contained are as follows, with numbers in brackets relating to the year 2018:

Assets: Cash and Bank Balances as at 31.12.2019 were £10,510 (£30,511) i.e. a decrease of £20,001.

Income: Overall was £63,945 (£21,801), i.e. an increase of £42,144.

The Social and Auction of Promises (net profit) at £6,513 up from £834; Mayday at £3418 was up from £3238; donations and grants of £48,784 were up from £14,510.

Lettings at £2137 were down from £2807; the Village Hall share of the marquee was £90 same as previous year; the electricity meter at £264 was down from £297.

Expenditure: Overall was £82,442 (£8376), i.e. an increase of £74,066. Cleaning with minor purchases cost £1,586 up from £1,463; Insurance was £713 up from last year £688; Repairs and major purchases were £991, up from £244; Electricity was £1225 up from £643; Water was £462 up from £229; Licences were £126, down from £142; Refurbishment Expenses were £77,279 up from £4,871.

#### Points:

1. Letting is down substantially, which, given the hall closure, is not surprising.

Letting rates have been reviewed and changes made, which as well as the improvements to the hall, may mean a reasonable increase in future.

2. The income from the Auction of Promises was a one off, so social profit is likely to return to well below £1000.

3. Mayday profit was very satisfactory.

4. Any further donations and grants are most unlikely, but 2019 income included a Gift Aid rebate from HMRC of over £1000 and the Committee can hopefully expect a further rebate of £3250 in 2020. Approximately £1,500 is still to be paid by the Lottery Fund, once the Contract End of Maintenance certificate has been issued.

5. Electricity payments were significantly higher. Some increase is to be expected due to refurbishment changes, but this needs to be monitored closely. The account is due for renewal in mid 2020. Other routine costs are also likely to increase over the 2019 values.

6. The Water payments were higher due to previous underpayment. The Treasurer would, however, expect them to return to something like £200 per annum.

7. Clearly the major expense was the refurbishment and all monies have been paid in 2019 except for the 2.5% retention payment to the Contractor and the final payments to the Project Manager and Electrician. This will be about £3,000.

8. The only potential further significant non-routine cost in 2020 is the possible cavity wall insulation to the toilet block. This has not yet been decided upon.

#### Summary:

Mr Cross considered the overall financial situation to be satisfactory, given the problems associated with the refurbishment project.

His assessment of routine unavoidable expense in 2020 is in the region of £4,000.

He would therefore anticipate that reserves at the end of 2020 would be in the region of £10,000 even without any income from Mayday.

The Committee therefore need to carefully consider how to proceed so that reserves stay well above the £5,000 minimum they have set ourselves.

### 3225 Adoption of the Reports:

The formal adoption of the Chairman's Report, Treasurer's Report and Independent Examiner's Report was proposed by Mr Hartley, seconded by Mrs Cross and all present were in favour. A vote of thanks to Mrs Nichols as Independent Examiner was proposed and agreed.

**3226 Election of Officers:** It was proposed by Mrs Cross and seconded by Mr Hartley that the following Officers be elected. This was unanimously carried.

<b>Chairman</b>	<b>Mrs G. Pattison</b>
<b>Vice-Chairman</b>	<b>To be agreed at following Ordinary Meeting</b>
<b>Treasurer</b>	<b>Mr P. Brookes</b>
<b>Secretary</b>	<b>Mrs J. Taylor; Mr J. Dickinson (jointly)</b>

**3227 Election of Committee:**

Mrs Pattison said that Ms S Burt had agreed to join the Committee and this was proposed by Mr Cameron and seconded by Mrs Cross.

It was then proposed by Mr Pattison and seconded by Mr Hughes that the following Committee be duly elected to serve as the Management Committee for the coming year:

**3227 Election of Committee (cont.)**

Members:

**Mr Bottle, Ms Burt, Mrs Carter, Mr Cameron, Mrs Copperman,  
Mrs Cross, Mr Cross, Mr Haines, Mr Hartley, Mrs Hassard,  
Mrs Lawton.**

Representatives of Village Organisations:

<b>Bellringers</b>	<b>Mr R. Hartley</b>
<b>Cricket Club</b>	<b>Mr R. Bottle</b>
<b>Festival</b>	<b>Mrs E. Carter</b>
<b>Parish Council</b>	<b>Mrs F. Hassard</b>
<b>Parochial Church Council</b>	<b>Mrs C. Lawton</b>
<b>Saturday Café</b>	<b>Mrs S. Copperman</b>

**3228 Any Other Business:**

**i.** Mr Pattison reported that Mr Mike Taylor's daughter Imogen was very pleased to see the new Notice Board to which her father's legacy has contributed, and she would like to donate a bench in Mr Taylor's honour. Mr Pattison therefore suggested that it should be placed on the Village Hall patio to take advantage of fine weather. Conditions of security to be discussed by the Committee. The proposal was unanimously accepted with thanks.

**ii.** Mr Pattison also considered that the Committee were to be congratulated in raising the money and creating such a splendid result for the hall.

**iii.** Mr Hunt raised the issue of being a keyholder for the hall and wished to be released from holding one. This was agreed, and that the Keyholders List should be revised.

**iv.** Mr Wilkinson raised the issue of V.E. Day celebration on Friday May 8<sup>th</sup> and the possible village Mayday on May 2<sup>nd</sup>. He reported that there was a feeling in the village that the two things should not really happen so close together. However, despite his notice in the Link he had received no suggestions of how to celebrate the V.E. anniversary even though he personally considered it most significant as it might be the last anniversary when combatants were still present in the community. Mrs Pattison replied that Mayday would be considered at the following Ordinary Meeting and she would communicate the result to Mr Wilkinson.

There being no other business Mrs Pattison declared the Annual General Meeting closed at 7.30pm and thanked members for their attendance and support, and villagers for coming.