

**Minutes of the Annual General Meeting
Throwleigh Village Hall
24th May 2023, 7.30pm**

Present: Mike Duffy, Richard Littlewood, Michael Wadman, Christine Duffy, Beki Chami, Hayley Worthington, Ann Warwick-Oliver, Kate Wheelhouse, Robin Wheelhouse, Pete Gilbert, Jan Gilbert, Katie Wells, Kim Warwick-Oliver, Councillor Steve Guthrie.

Apologies: Sam Flatman

The Chairman of the Management Committee welcomed those present, who appointed him chair of the Annual General Meeting.

The Minutes of the previous 2022 AGM were read and approved.

1. Chairman's Report

The Chair reported on the first full year after lockdown restrictions. The plant sale was well attended and raised £967.00. The Chairman thanked Kate Wheelhouse and her team for all their efforts. He also thanked Christine and her team for providing teas at the plant sale.

A Platinum Jubilee village street party was successfully held at the Village Cross.

An Open Gardens event was held on 17th July 2022, 8 gardens opened and the proceeds were divided between the Hall and three other village charities. The Hall is very grateful to those who opened their gardens for the event.

A successful Village Fete was held although the weather was very hot.

Christmas Bingo was well attended.

Bring & Share supper was also well attended, thank you to Hayley for organising this event.

The Chair pointed out that the equipment and facilities are available to the community, tables, chairs, gazebos etc. Uses for the hall have included Table Tennis, Art Classes, Yoga, Wakes, Birthday parties etc.

Further ideas most welcome.

Special thanks to be extended to Linda Brough, the cleaner and Michael Wadman for all his unsung work and help.

2. Treasurer's Report

In the Treasurer's absence Beki Chami gave the report.

Income has gone up from Hall hire alone to £1,655.00. Charges were increased for the year. Table tennis has taken off adding £124.00. Donations of £383.00 were received.

Expenditure has been low although there is a capital expense to come for electrical. This year Licences have gone up having been less during Covid.

50/50 Club: There has been no transfer from the 50/50 Club. Beki asked if the £1,759.00 cheque is still outstanding, she will investigate. Prizes will be paid out at the Fete. Hayley confirmed that September is the new year for the 50/50 Club. There are 97 members of the club. Beki will ask the Treasurer to transfer £600 pounds to the hall.

NS&I account: Beki has had no statements for this account. Chris Ball is liaising with NS&I as the signatories on this account are now deceased. It was agreed it would be sensible to transfer this balance to the main account. Kim asked if there are any other saving accounts which might be suitable. Beki said she would investigate.

Petty cash: £700.

Beki reported that income had increased from 2022 but was lower than the record year of 2019. She recommended an increase in hire charges in light of increased costs, electricity/insurance etc. It was agreed to review the hire charges in October with increases being implemented on 1st January 2024. Steve Guthrie ask about hire charges; currently hall bookable in 4 hour sessions for £25. Table tennis bookable by the hour.

Beki reminded the Committee that the bill for electrical works (approximately £4,000.00) will be paid from the account for the 2023/4 financial year.

Fete: Beki asked that the tin system at the Fete be tightened up so income can be correctly attributed. It was agreed the Committee would purchase more card readers. Mike confirmed that there would be a preliminary meeting on the Fete next month.

3. Booking Secretaries Report

The hall is currently booked for: Mens group, Arts group, Parish Council, the Archive, Church Bazaar, Children's parties, Wakes, Overnight camping (up to 5 adults).

Advertising the hall was discussed; to schools for DofE use.

Hayley asked if Health and Safety policies were in place, it was agreed that this was a job for someone to take on.

An online booking system was discussed along with a signed disclaimer, rules and terms and conditions page.

Kim confirmed the website has been simplified and it would not take much more work to include bookings but suggested payment of deposit and hire fees would be more complicated to implement online.

It was suggested a review of a children's party would be a nice addition to the website.

Beki asked if there was a Health and Safety officer for the Hall.

Katie asked if there was an Accident Book.

Christine to check what other Village Halls are doing in this regard.

4. 50/50 Draw

Hayley reported that there are now 97 members of the Draw. She also reported that the contact details for members of the draw are very out of date and need updating possibly at renewal time. Hayley asked if she could have access to the bank account to enable paying out of winnings. It was agreed that there should be a poster explaining the draw on display at the Fete to entice new members. Beki asked if the Draw was registered as a lottery.

5. Archive

Alan Endecott is now confirmed as Chairman. A meeting of the archive will be held next week. They will be discussing new storage accommodation for the archive.

6. Elections

Mike Duffy agreed to stand for one more year as Chairman. This was confirmed.

Sam Flatman has agreed to stand for one more year as Treasurer. It was confirmed that Beki would shadow him for this year with a view to taking over as Treasurer next year.

Christine Duffy agreed to stand as Booking Secretary. It was confirmed that Katie would shadow her for this year with a view to taking over as Booking Secretary next year.

Hayley Worthington agreed to carry on running the 50/50 draw.

Chris Ball, Matthew Byatt, Beki Charmi, Jan Gilbert, Pete Gilbert, Richard Littlewood, Michael Wadman, Ann Warwick Oliver, Kim Warwick Oliver, Katie Wells agreed to be nominated to serve on the Committee and were elected.

7. Future Events

Fete 19th August - preliminary meeting to be held next month.

Christmas Bingo - Mike happy to carry on with organisation.

Suggestions of other activities - Bring & Share, a different area of the Village to organise this year. Or, Bring & Share Harvest supper Sept/Oct in conjunction with the Church produce auction. Barn Dance or Parish Summer party in July 24.

8. AOB

Councillor Steve Guthrie introduced himself to the meeting. He is available for any future issues or problems.

Pete confirmed that he will be changing the combination lock number on Monday 29th May 2023.

Possible new equipment for the hall; suggestions were badminton, indoor bowls, short tennis.

Christine to be reimbursed for the cost of the new table tennis table, £75.00.

There being no further business the Chairman called the meeting to a close.