

**Minutes of the Annual General Meeting
Throwleigh Village Hall
22nd May 2024**

Present: Mike Duffy, Beki Chami, Michael Wadman, Chris Ball, Pete Gilbert, Jan Gilbert, Richard Littlewood, Christine Duffy, Hayley Worthington, Lydia Nolan, Fiona Lyon-Smith

Apologies: Sam Flatman, Kim and Ann Warwick-Oliver, Katie Wells

Mike Duffy, Chair of the Management Committee, welcomed those present. He was appointed Chair of the Annual General Meeting.

1. The minutes of the 2023 AGM had been circulated by email and were taken as read.

2. Chair's Report

The Report is attached. Mike Duffy is not standing for re-election so his report included a survey of the achievements of the committee over the past 11 years.

He concluded that success depends firstly, on a good committee and secondly on a reliable income.

3. Treasurer's Report

In Sam's absence, Beki gave the report. The statement of accounts at 31 March 2024 is attached. The bank account is healthy, with a balance of just over £22,000

The Nat West Bank accounts, both the Hall Management account and the 50:50 account will be closed and the balances moved to new accounts with CAF (Charity Aid Foundation) Bank. CAF Bank makes on-line banking possible and makes statements available on-line to the officers of the committee. It has not yet been possible to close the NS&I account.

Beki suggested that the sum held as cash for floats at the Fete should be reduced to £500.

4. Booking Secretaries Report.

Christine is not standing for re-election as Booking Secretary and Katie has been shadowing the position for the past year.

The bookings for the past year have been steady. The Men's Group fortnightly meetings and the Men's Group Training Weekend, in particular, have given a good income.

Unfortunately this Group has now moved to Chagford for their meetings. The table tennis sessions every week are still well attended and are charged at £2 per person.

The Hall charges were last updated in October 2022. Since then the electricity cost has increased significantly and it was agreed to review Hall charges in the autumn.

5. 50:50 Draw Manager's Report

The membership of the Draw club is over 100. The Twelfth Night BBQ had recruited several new members. It was suggested that a rename to 'Village Hall Lottery' would make it clearer to explain its aim when recruiting new members.

The transfer of funds from the Draw account to the Management account should take place at the end of the Draw year in August, when it is clear what money is available.

6. Archive

Lydia was asked to report for the Archive. She confirmed that the Archive was paying toward the Hall's electricity bill to cover the cost of running the de-humidifier in the committee room. The Archive committee is considering an exhibition next year, commemorating the anniversary of the end of World War II. Hayley suggested that it could be a combined Archive and Village Hall event.

7. Elections

Chair: Hayley was proposed by Jan and seconded by Chris and was elected un-opposed.

Treasurer: Beki was proposed by Chris and seconded by Hayley and was elected un-opposed.

Booking Secretary: Katie was proposed by Christine and seconded by Beki and was elected un-opposed.

50:50 Draw Manager: Now Hayley is the Chair, a new Manager is needed.

Hayley suggested that she could continue to manage the Draw until August, the end of the Draw financial year. Beki and Hayley agreed that management of the Draw will be easier with the new CAF bank account and possibly Beki will add Draw Manager to her Treasurer duties.

Committee: Mike proposed the re-election of Kim Warwick-Oliver, Ann Warwick-Oliver, Michael Wadman, Christine Duffy, Matthew Byatt, Richard Littlewood and this was seconded by Lydia. Lydia said that she was willing to join the committee and was proposed by Christine and seconded by Hayley and was elected.

Mike thanked Sam, Chris, Pete and Jan, the retiring members of the committee.

8. Future Events:

17 August Fete. Late June, Hayley will arrange a committee meeting to discuss plans.

13 December Bingo. Mike will organise this.

Other events suggested are a Talk, a Twelfth Night Party indoors, a Bring and Share Night, a Skittles Night.

9. AOB:

Pete will reset the code to the key safe and let the committee know the new code.

Beki has informed Allied Westminster (Insurance Services) Ltd, who insure the hall, that she will be their contact for hall business.

JLA Fire and Security also have Beki's contact details to arrange the check of the hall's fire extinguishers.

With no more business, the meeting was closed.