

## Minutes of the A.G.M. of the Management Committee held on November 9<sup>th</sup> 2017

**Present:** Mr. H.Burr (in the chair), Mrs. D. Crane, Mr. P. Griffiths, Mrs. M. Reynolds, Mrs. L. Vaughan.

**Apology:** Mr. R. Smith

**Members of the public present: 7 Apologies for absence: 4**

**Minutes of the AGM held on October 20, 2016** were agreed and signed

### Secretary's Annual report:

Mrs. Reynolds reported that during the year Mr. Bond was welcomed to the committee as the representative from the Parochial Church Council, and Mr. Hardwicke as representative of the Village Club replacing Mr. Burr who is now Chairman of the Village Hall Management Committee. In addition, Mrs. Edmonds has been a very effective Volunteer Fundraiser. The committee is very grateful to Mrs. Azzopardi for creating such a colourful garden, to Mrs. Mixture for her help with the Lottery and to Mr. Azzopardi for being on call to help with maintenance and emergencies.

Warmest thanks too go to Mrs. Parker-Johnston who has been a most efficient Bookings Officer for much longer than she intended and is now stepping down.

As part of continuing care of the building the roofs and gutters have been cleaned of moss this year and some broken roof tiles replaced. The reading room and both lobbies have been decorated by volunteers from St. James' Place who also generously donated the cost of paint for the task. Work will begin on 26/11/17 on the installation of double-glazed PVC windows and doors, which will greatly improve the appearance, comfort and fuel efficiency of the building.

Members of the Village Club have been very active and are planning a major refurbishment of the bar area and meeting room. Meanwhile Mrs. Edmonds and helpers at Coffee Cake and Chat (CCC) are looking at ways of updating the kitchen. It must not be overlooked that the village hall is central to the Coates Emergency Plan.

### Treasurer's report: (copy on file)

Mrs. Crane thanked Mr. Vaughan and Mrs. Parker-Johnston for their invaluable help as she took over her new role as treasurer in 2016.

Hire income was £7,336.25, which is an increase on the previous year's total. £3,850 came from the Village Club and a number of regular user groups paid a total of £2,191.75, two CDC elections added £550, and a variety of private hirers (mostly for parties) brought in £744.50.

Income from Hall hire has covered maintenance and repair for the year.

The Lottery (less prizes, printing and the licence) realised £1818 net.

Fundraising: £1,574.58, Donations: £586.00

**Total income** : £14,186.78

**Expenditure** was £6,705 - on utilities, cleaning, insurance, TV and premises licences, testing of equipment etc.

**Final balances at 26/09/17:** Treasurer's account : £18,645.86

Reserve/Business account : £8,005.71

Total balance : £26,651.57

Proposed: Mr. Edmonds, Seconded: Mrs Parker-Johnston that the accounts be accepted. All agreed.

### Chairman's remarks:

Howard Burr thanked the committee for fulfilling their duties as Trustees of the Village Hall so ably throughout the year, and for their planning and vision which will enable major

improvements to come to fruition in the near future. New doors and windows will be installed later this month, and estimates have been received for painting the exterior of the building which will enhance the appearance of the whole village. Proposals for modernising the Club/Meeting room and bar area are well-advanced and a radical update of the kitchen is also in the early planning stages.

A new online booking system will shortly be tried out, and specifications for a new alarm system are being discussed.

He thanked all who work for, use and appreciate the Village Hall as an asset central to the community of Coates and he looked forward with optimism to future developments.

### **Membership of the Committee:**

Elected members (elected by the AGM) are: Howard Burr, Diana Crane, Ron Smith. All are willing to stand again and were re-elected by the meeting by a show of hands. Co-opted member ; Lynn Vaughan has served for one year and stands for election. She was elected unanimously.

Representative members are elected by the body they represent. Thus:

Parish Council: Phil Griffiths.

Parochial Church Council: Peter Bond.

Village Club: Rob Hardwicke

Gardening Club: Margaret Reynolds.

Good Companions : Position Vacant.

Jan Edmonds is Volunteer Fundraiser.

Close of meeting.

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After the AGM an extraordinary meeting was held to elect officers from the committee, by the committee.

Chairman: Howard Burr:	Nominated: PG	Seconded:RH	All agreed
Vice Chairman: Phil Griffiths:	Nominated: DC	Seconded: MR	All agreed
Treasurer: Diana Crane:	Nominated: HB	Seconded: PG	All agreed
Secretary: Margaret Reynolds:	Nominated: PG	Seconded: DC	All agreed

Insurance: Is due for renewal on November 22<sup>nd</sup>. Rob Hardwicke has examined the policy, which lists the re-build cost of the building as £350,000 .This is felt to be too high. £300,000 is more realistic and the premium will reduce accordingly.  
Agreed.

The policy includes Trustee Indemnity and covers loss of alcohol to the value of £1,000.