

Minutes of Castlethorpe Village Hall Annual General Meeting.

Held on Thursday April 23<sup>rd</sup> 2009

Present: -

Carol Wray – Chairman, Yvonne Hands – Vice Chairman, Judith Goodger – Minute Secretary, Peter Haynes – Parish Council, Dave Hinds – Parish Council, Karen Hill – Finance, Geraldine Sweetland – Pre-School/Open Gardens, Dorothy White – W.I, Lucy Sparkes – F.O.C.S, Phil Griggs – Bowls, David Goldsmith – Bowls, June Haynes – Villager, Joyce Markham – Villager, Karen Russo – Villager.

ITEM		ACTION
1	Carol welcomed and thanked those attending. Apologies were received from Glenys King – Villager and Andy Carey – Mini Strikers.	
2	The minutes of the AGM 2007 were read and, after amendments regarding the cooker purchase and installation, were accepted as a true record.	
3	<p>Matters Arising from minutes: -</p> <ul style="list-style-type: none"> <li>• We have heard no more regarding the uncashed cheque for the pig roast.</li> <li>• Peter Haynes stated that the handyman, Mr. Andrew Massey will be asked to repair this.</li> <li>• MK Fire did eventually receive their cheque, the problem lay with them moving offices and not informing anyone.</li> </ul>	
4	<p>Chairmans Report: -</p> <p>As usual I would like to thank everyone for their support, especially Yvonne and Judith. I find it hard to believe that over a year has passed since I last gave a report. We have a healthy balance to carry forward, which is a relief as with ever increasing costs it has become harder to make ends meet. Over the last year we have had two bingo's, the heritage weekend, a concert, and sit &amp; sew, resulting in just under £1000 being raised, well done everybody. Over the next year more fund raising will need to be undertaken to, a. improve the hall if the grant is unsuccessful and b, to help offset running costs. Looking ahead, the money raised from the Craft Club's Open Day will be going to the village hall along with the profits from the Curry Night on 3<sup>rd</sup> May and the majority of the profits from the open gardens weekend.</p> <p>On the whole I think the last year has worked out very well with the finances being handled by the Parish Council. Of course there has been the odd 'hiccup' with double booking due to the fact that people have contacted Karen and not come through me. Also, if they have downloaded the booking form and failed to inform me. However, these things do happen and no one is perfect.</p> <p>I do go home and bang doors when I hear things that are not true about what we are supposed to have done or not done because I know a lot is not true. I hope that in the next year the village hall will go from strength to strength. Once again thank you for your continued support.</p> <p>On a personal note I have decided to stand down as chairman and not to seek re-election. I have been chairman for more than five years and I think I</p>	

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5	<p>need to move forward to a new challenge. On the whole it has not been an easy job over the years but I have got through it with support and it is nice to leave the Village Hall on a sound footing.</p> <p>Treasurers Report: -  Given by Karen Hill. The income / expenditure figures had been sent out to organisations prior to the meeting and copies of the budget were available for those present. Karen stated that the statement reflected what had gone in and out of the PC accounts on behalf of the village hall. The treasurers of the organisations were thanked by Karen for their prompt payments and reminded everyone to contact her if there were ever any problems / queries with their billings.</p> <p>Mr. Griggs asked if the present hall rates were going to be held for this financial year, Karen stated that this was up to the village hall committee to decide although she personally felt there was no need for it.</p> <p>Geraldine Sweetland stated that it is HOPED that the Open Gardens weekend will raise about £2000.</p> <p>Mr. Haynes commented on the temperature in the hall. This was due to the fact that the clocks had not been altered and this would be attended to at the close of the meeting.</p> <p>Karen then stated that the Internal Auditor for the PC was extremely thorough and had picked up that the booking procedure needed to be streamlined somehow. At the moments problems are occurring. Mrs. Goodger stated that she felt the problem was with the fact that the booking form had Karens address on it and not the booking clerks...the forms needed to go back to the booking clerk for confirmation FIRST.</p> <p>Karen reported that with the grant work, licensing etc etc there is a great deal of extra work for her to do which her time from the PC does not allow for. She suggested that the hall committee have a co-ordinator from the hall committee to assist with this work and to be on hand for any problems, meter readings, feedback to Wren etc and asked the committee to consider this. Carol thanked Karen on behalf of the hall committee.</p>	
6	<p>Wren Grant.</p> <p>Mr. Haynes reported that a terrific amount of work had gone into this application since an awful lot of detail had been asked for. If successful we need to find some £10000. We will receive a definitive answer from WREN in July and the contractors are on standby to carry out the work in August. A copy of the application was handed to Carol for the committee to look at. The Parish Council has already started to seek out other grant sources in case the application is unsuccessful. A grant has already been applied to from EON for insulation.</p> <p>Prior to the election of a new committee there was some discussion as to the new layout of the committee especially regarding the new position suggested by Karen. Carol. Stated that she was definitely standing down as chair and Mrs.White asked her if she would be interested in the new position Carol stated that she would.</p>	
7	<p>Election Of New Committee.</p> <p>There were two proposals for the position of Chairman.</p> <p>Geraldine Sweetland, proposed Carol Wray, seconded Lucy Sparkes.</p>	

ITEM		ACTION
	<p>Karen Russo, proposed Joyce Markham, seconded Phil Griggs.</p> <p>A written vote then took place and the results were counted by Karen Hill, As a result Geraldine was elected to the position of Chairman. Geraldine then thanked Carol, and Len, for the years of hard work they both put into the hall.</p> <p>Vice Chairman , Karen Russo, Proposed Joyce Markham, Seconded Geraldine Sweetland. All in favour, Position accepted.</p> <p>Minute Secretary, Judith Goodger, Proposed Carol Wray, Seconded Yvonne Hands. All in favour, Position accepted.</p> <p>Carol was asked to take on the new role as co-ordinator and she will work closely with the hall committee, the hall users and Karen especially with regard to grant requests. This was accepted.</p> <p>The new hall committee is as follows:- Geraldine Sweetland – Chairman Karen Russo – Vice Chairman. Judith Goodger – Minute Secretary Carol Wray – Event co-ordinator Plus one member of each organisation which uses the hall MORE than 4 times a year.</p> <p>It was agreed by all that the Judith Goodger would take on the job of booking clerk. She agreed on the condition that the address on the forms was changed to hers so that bookings could be confirmed BEFORE they went to Karen.</p> <p>There being no further business the meeting closed at 9.13pm.</p> <p>The next ordinary meeting would be held on Monday 22<sup>nd</sup> June at 7.30pm.</p> <p>The Open Forum was not requested.</p>	