

Minutes of Castlethorpe Annual General Meeting.

Held on Thursday March 18th 2010

Present: -

Geraldine Sweetland - Chairman, Judith Goodger - Minute Secretary, Karen Russo - Parish Council, Dave Hinds - Parish Council, Karen Hill - Finance, Jacquie Ladyman - Pre-School, Yvonne Hands - Youth Club, John Foakes - Villager, Anne Foakes - Villager.

ITEM		ACTION
1	<p>Geraldine welcomed and thanked those attending. Apologies were received from Glenys King – Bowls, Joyce Markham - W.I, Carol Wray – Craft Club and June Haynes - Villager.</p>	
2	<p>The minutes of the AGM 2009 were accepted as read. They were signed by Geraldine.</p> <p>Matters Arising from minutes: -</p> <ul style="list-style-type: none">• None.	
4	<p>Chairman's Report: -</p> <p>The past year has been a very busy time and, like the curates egg, there have been good parts and not so good.</p> <p>The refurbishment has not always run smoothly despite the very professional documentation produced by Karen and Peter. However, everything is now complete and hopefully, we will have a side gate, thanks to our ward councillor Andrew Geary. With added security this should encourage more people to use the hall for children's parties. A decision has still to be made regarding the signage outside the hall.</p> <p>The new heating system has proved a great success and more than a few people have said how lovely it is to come into such a lovely warm hall. Despite the treatment of the floor during the refurbishment concerns have again been raised about dust and dirt getting between the gaps in the tiles. Unfortunately these issues often create ill feeling between some users and a culture of blame is not the answer.</p> <p>We are, at present, without a permanent cleaner. Karen Russo took on the role temporarily in the summer and Lucy Sparkes has valiantly carried out the task until recently. I thank them both for their contribution. I feel that it is essential that the Parish Council take a long hard look at how they move forward with this issue. I personally feel that they should employ a caretaker.</p> <p>Despite a number of closures during the refurbishment which reduced the funds raised in hire charges we have managed to keep the financial situation in good order. Now that the roof has been insulated and Karen has been able to negotiate better rates for electricity, not forgetting the</p>	

ITEM		ACTION
5	<p>water leak which took some time to detect, our outgoings in relation to utilities have decreased.</p> <p>The Open Gardens weekend in July raised over £2500 and, as a consequence, the Open Gardens group donated £2000 towards the refurbishment of the hall for which we are very grateful. Fund raising is not an easy task but we have been fortunate to have Judith, John Foakes, and Yvonne and their amazing team of helpers who organised the very successful 'We'll Meet Again' evening. The funds raised were shared between the hall and 'Help For Heroes'. With the proceeds from the carol singing and other donations Judith was able to send a final cheque for £550 to the 'Help For Heroes' charity. Karen Russo organised a bingo evening which was enjoyed by all, especially my husband, and raised £200 for the hall.</p> <p>If we are to function as a committee we all need to be aware that ALL user groups should be prepared to get involved, this includes fund raising.</p> <p>I was disappointed recently when Judith, myself and a 79 year old pensioner were the only people who were available to return the equipment to the store cupboard. It is no use saying that our organisation has nothing in the cupboard as the chairs belong to everyone!</p> <p>Finally I would like to thank Judith for all her support and willingness to roll up her sleeves on every occasion and Karen Hill for all her patience and help. Sadly Judith has decided to stand down as secretary and booking clerk after many years of support. I would personally thank her for her contribution to the hall as well as the village as a whole.</p> <p>On a more personal note, and with great sadness, I find it necessary to resign as chair due to family commitments. I will however be prepared to help in any way in the future and support the new chair.</p> <p>P.S. Judith has agreed to take on the role of cleaner and continue as booking clerk. Thank you Judith</p> <p>Treasurers Report: - Given by Karen Hill. The finance report had been circulated prior to the meeting and copies were available on the night. Karen stated that unfortunately, since the report had been compiled a major problem had occurred with the gas bill for the last quarter and this was being dealt with. She then went through the report for those present. There was positive feedback from Karen for the manor in which everyone supported things during the refurbishment. She feel that the hall now needs marketing to raise usage and that this should be a hall committee role not a Parish Council one. Questions were received on the following:-</p> <ol style="list-style-type: none"> 1. The Wren Grant. Karen stated that this requires increased usage of the premises over a three year period or, theoretically, they could ask for the money back. 2. Query on the PC subsidy. Karen stated that this will only be put in if it is required. i.e low bookings etc. 3. Yvonne Hands pointed out a typo error figures for the donation had been transposed (£105 - £150) 	

ITEM		ACTION
6	<p>Election of New Committee.</p> <p>Following a vote of thanks for all her work on behalf of the hall Geraldine formally stood down from the chair. Karen Hill temporarily took the position to allow a new chair to be elected. Nominations were received from the floor.</p> <p>Chairman, John Foakes. Nominated by Geraldine Sweetland, seconded by Dave Hinds. All in favour. Position accepted.</p> <p>Vice Chairman , Geraldine Sweetland, Proposed Dave Hinds, Seconded Jacquie Ladyman. All in favour, Position accepted.</p> <p>Minute Secretary, Ann Foakes, Proposed Geraldine Sweetland, Seconded Karen Russo. All in favour, Position accepted.</p> <p>The new hall committee is as follows:- John Faokes – Chairman Geraldine Sweetland – Vice Chairman. Ann Foakes – Minute Secretary Judith Goodger – Booking Clerk Plus one member of each organisation which uses the hall MORE than 4 times a year.</p>	
7	<p>Hire Rates for 2010/11</p> <p>It is proposed that a new business rate of £10 per hour be introduced. The rate for regular users would be set at £5 per hour or part thereof, i.e 2 ½ hours becomes a 3 hour rate. (no vat paid on more than 10 sessions per year).</p> <p>Funerals / registered national charities will be charged as the normal hire rate as per the booking form. Some hall committee discretion may be applied in extreme circumstances.</p> <p>A cancellation policy will also be introduced of a £10 fee with 2 weeks notice, £15 with one weeks notice, anything less would result in loss of deposit.</p> <p>This will be taken to the Parish Council meeting, 12th April, for approval and will then be published on the website, in the next newsletter and in a letter to all user groups.</p>	
8	<p>New Constitution.</p> <p>A copy of the proposed new constitution had been sent to all committee members for comments and no issues had been raised regarding it.</p> <p>Mini – Strikers have been removed from the committee as they are a business.</p> <p>This will go to the Parish Council meeting, 12th April, for their ratification.</p> <p>There being no further business the meeting closed.</p> <p>First meeting of new committee to be held in the hall on Monday 26th April 2010 at 7.30pm.</p>	

Minutes of Open Forum

(Following the 2010 Annual General Meeting)

1. John Foakes told everyone of the plan to set up an entertainments group who's specific aim would be to raise money for, and in, the village hall. There is an inaugural meeting of interested parties arranged and it is hoped that, following it, a representative could be co-opted on to the hall committee as there needs to be liaison.

2. It was decided that the role of caretaker be looked into and any remuneration to be paid for the job. Also, should there be any remuneration for the role of booking clerk? Cleaner/ booking clerk caretaker...3 roles which can be done by one person.

This item is to go on the agenda for the next meeting April 26th for discussion, and to the PC meeting in May for any approval.

It was noted that the new outside door had been left improperly fastened allowing them to be opened. Organisations representatives are asked to bring this to their organisations attention and a notice needs to be put on the door.

There being nothing further to discuss the meeting finally closed at 9.05pm.