

Great Alne & Kinwarton Memorial Hall
96th Annual General Meeting
Thursday 22nd June 2017

Present:-

Mr Martyn Davey (Chair), Mr Cliff Armstrong, Mr Richard Cockman, Mrs Mollie Davey, Dr Peter Harris, Mrs Sue Jones, Mr John Kinnersley, Mr Chris Moody, Mrs Katrina Woodger and Mrs Diane Wright MBE

Also present:-

Mr Kass Aukstolis, Mrs Jean Bull, Mrs Jane Harris, Mr Geoff Harrison, Mrs Susan Kinnersley, Mrs Margaret Moore

1. Welcome

Mr Davey opened the meeting and extended a warm welcome to all present.

2. Apologies

Apologies were received from Mrs Lorraine Armstrong, Mr Bernard Bull, Mr John Earle, Mrs Margaret Earle, Mrs Marie Holding, Mr Clive Porter, Mrs Lynda Porter and Mrs Jackie Warren.

3. Minutes of the Previous Annual General Meeting

The minutes of the AGM held on 9th June 2016 had been circulated in advance and were taken as read. Mr Davey asked those present at the last AGM whether the minutes could be signed as a true record of proceedings.

Proposed – Mr Harrison
Agreed unanimously

Seconded – Mr Armstrong

4. Chairman's Report - Mr Martyn Davey

The Chairman began by reviewing achievements against plans for the previous twelve months:-

Plans for 2016/17

i. Make an operating surplus by increasing income and reducing costs

Although income from bookings had increased to £9,900 for the year, the highest ever, and running costs had been reduced, largely due to lower repairs and maintenance costs, the Hall still had an operating shortfall of around £800. Although disappointing this amount was still more than offset by fund-raising.

The Chairman noted that £700 had been spent on removing hazardous branches overhanging the road and £400 on replacing some defective double-glazing. In addition a radiator leak and a roof leak had been repaired by Richard Bailey Plumbing Ltd and Logmoor Ltd respectively, both jobs being kindly completed free of charge. The Chairman also highlighted the excellent voluntary gardening work that had been done by Sam and Aran Woodger as part of their Duke of Edinburgh Award challenge.

ii. Organise more successful fund raising events

Although the events that were organised had been largely successful they had raised less money than in 2015/16 and one event unfortunately had to be cancelled due to lack of support. The programme included the annual Village BBQ, Christmas is Coming, the Christmas Supper and Music Hall, the monthly Film Club, two bring and buy coffee mornings, a Kings of Swing evening, Great Alne in Pictures and a Wedding Fair.

iii. *Maintain full 100 Club membership*

Full membership was maintained during the course of the year and there had been 100% renewals for 2017/18 with 4 people in reserve wishing to join. Given the importance of the income stream for the Hall finances, this is a very encouraging situation and no longer a concern.

iv. *Make further improvements*

The committee had decided that its next major project would be to reclaim the derelict land to the rear of the Hall and to create a Centenary Memorial Garden to commemorate the sacrifices made by the men and women of Great Alne & Kinwarton in the Great War. This was estimated to cost around £25,000. A number of grant applications had been made with a number still outstanding. A Friends of the Hall appeal had also been set up inviting Gift Aided donations. The Chairman was delighted to report that more than half the funds needed had already been raised (in 2017/18) and said that he was optimistic about receiving further grants.

The Chairman went on to report that other improvements had been made during the year, notably the installation of a new fire guard to mark the Her Majesty the Queen's 90th Birthday, new curtains in the main hall and committee room, a baby-changing table in the ladies cloakroom, the installation of an OilPal system to monitor oil usage remotely and the creation of a Facebook account to promote the Hall.

Looking ahead, the Chairman then outlined the Committee's plans for the coming 12 months:-

Plans for 2017/18

- i. Make an operating surplus by increasing income and reducing costs
- ii. Organise more successful fund raising events, drawing on the results of the residents interest survey carried out during 2016/17
- iii. Raise remaining funds needed for Centenary Memorial Garden.

The Chairman concluded his report by thanking members of the committee, their partners, families and friends for all their help over the past year. He also thanked the residents of Great Alne and Kinwarton for their support over the last 12 months. He then invited questions.

Mr Harrison queried whether the Hall was surveyed on a regular basis to identify potential problems and thereby minimise maintenance costs. Mr Davey said that various checks were carried out routinely every year to ensure that the building was safe and secure. He added that a comprehensive and independent risk assessment was also undertaken annually which sometimes highlighted minor issues requiring repairs.

Mr Harrison also queried whether the cost of the Centenary Memorial Garden could be reduced if the work was carried out on a DIY basis. Mr Davey said that the landscaping involved was extensive and needed to be tackled by professionals, not least to ensure the work was guaranteed. He added that the planting out was a possibility and could perhaps involve Great Alne School as they run a gardening club. Mrs Moore also highlighted the risk of injury to volunteers if a DIY approach was taken.

Mrs Moore went on to suggest that Coffee Mornings were very popular and would help raise money for the garden project. Mr Davey agreed but noted that other organisations held Coffee Mornings at the Hall as well as the committee, for example the recent Parish Assembly and Community Coffee Morning organised by the Parish Council. He felt that 2 or 3 Hall events a year, combined with bring and buy sales, would be the most that could be arranged at the moment.

Mrs Harris expressed the view that more could be done to advertise Hall events in Alcester. Mrs Moore suggested that the Hall should advertise via the Alcester News Facebook page. Mr Davey agreed to follow this up.

There were no other questions.

5. Treasurer's Report – Mrs Katrina Woodger

The Annual Accounts were projected onto the screen for everyone to see. These were then reviewed as part of Treasurer's report for 2016/17.

The Treasurer drew attention to the fact that she was presenting the accounts for the first time and that their production had taken longer than she had expected. As a result they had still to be audited.

Income

Overall income for the year totalled £20,323.30, which was very similar to the previous year.

Hall bookings had remained consistent and the Film Club continues to do well. Fundraising overall was down as there had been fewer coffee mornings and jazz / music events; both the Christmas Supper and BBQ made slightly less than previous years and one event had to be cancelled due to lack of ticket sales. However, we were fortunate and grateful to have received over £1,400 in Friends donations which attract a further 25% in Gift Aid. The Charities Fixed Interest Fund continues to give a fair return, earning over £400 during the year.

Expenditure

Expenditure including capital outlay totalled £15,604.63 which was very similar to last year.

The Treasurer highlighted that there had been a large increase in oil payments. Oil prices had risen and there were 3 fills during the year as opposed to two last year.

Although the wifi cost was higher, this should be lower next year due to a negotiated rate change.

Insurance was slightly higher, as the contents insured value has been increased from just over £11,000 to £20,000. This is a fixed price for 3 years

Repair and Maintenance costs were down, due to the hard work of committee members and the goodwill shown to the Village Hall by local tradesmen.

Capital outlay and sundry expenses

The capital outlay was less than last year as there were no major projects. However expenditure was incurred on new curtains, the Queen's 90th birthday commemorative fireguard and a baby changing unit.

Sundry expenses include the purchase of an OilPal system to monitor oil levels and usage, drinks licences, web domain hosting for two years and some replacement crockery and cutlery.

Hall 100 Club

The 100 Club was fully subscribed and generated £2380 for the Hall after prizes had been distributed. The Treasurer drew attention to the fact that Richard Cockman had managed the 100 Club accounts on her behalf during the year which had been a great help.

Summary

The Hall has achieved a surplus of income over expenditure in 2016/17 of £4,718.67

The Treasurer concluded her report by thanking Mrs Lynda Porter for helping her throughout the year and with the production of the final accounts. She also thanked the Chairman for his patience with the presentation of the accounts, and thanked Mr Peter Bostock in advance for agreeing to examine the accounts once again.

The Treasurer then invited questions. There was none.

The Chairman then asked if the accounts as presented by the Treasurer could be adopted, subject to audit.

Proposed - Dr Harris Seconded – Mr Kinnersley
Agreed unanimously.

6. Election of Trustees and Officers

Elected Trustees (6)

Five of the retiring trustees offered themselves for re-election, leaving a vacancy. There were no other candidates.

Name		
1 Richard Cockman	3 Peter Harris	5 Diane Wright
2 Martyn Davey	4 Jackie Warren	6 Vacancy

Vote en bloc

Proposed:- Mr Moody Seconded:- Mrs Harris
Agreed unanimously

The Chairman explained that the vacancy had arisen as a result of Mr John Earle's retirement from the committee, having served as a Trustee since 1994. He invited everyone present to join him in expressing heartfelt appreciation and gratitude for Mr Earle's invaluable contribution to Hall business over the last 23 years. This was agreed unanimously.

Representative Trustees (6) (No election necessary)

Name	Organisation
1 Mr Cliff Armstrong	Kinwarton Parish Council
2 Mrs Marie Holding	Great Alne Parish Council
3 Mrs Sue Jones	Great Alne & Kinwarton Women's Institute
4 Mr John Kinnersley	Kinwarton with Great Alne Parochial Church Council
5 Mr Chris Moody	Great Alne Cricket Club
6 Mrs Katrina Woodger	Great Alne School

Co-optative Trustees (3) (Appointed by the Committee)

Mrs Mollie Davey and Mrs Lynda Porter expressed their willingness to be co-opted for another year if required by the Committee. Mr Harrison volunteered to be the third Co-optative Trustee.

Vote en bloc

Proposed:- Mrs Jones Seconded:- Mrs Wright
Agreed unanimously by the Committee

Election of Officers (Elected by the Committee)

Mr Martyn Davey and Mrs Katrina Woodger offered themselves for re-election as Chairman and Treasurer respectively. There were no other candidates and there were no offers to fill the vacant Secretary role.

Vote en bloc

Chairman – Mr Davey	Proposed:- Mr Moody	Seconded:- Mr Cockman
Treasurer – Mrs Woodger	Proposed:- Mrs Davey	Seconded:- Mr Kinnersley

Agreed unanimously by the Committee

7. Any Other Business

Mrs Moore thanked the Chairman and the Committee on behalf of the residents of Great Alne and Kinwarton for all the work they had done to maintain and improve the Hall and for organising events for residents. It was much appreciated.

Mr Davey then thanked everyone for attending and closed the meeting at 7.50pm.