

**SWANLAND VILLAGE HALL**  
**MINUTES OF THE ANNUAL GENERAL MEETING**  
**held at the village hall**  
**on Thursday 20 October 2016**

Present: Godfrey Burley (Chairman and trustee)  
Sheila Ireland (trustee)  
Jan Rogerson (trustee)  
Martin Peel (trustee)  
Marion Riley (trustee)  
Allan Quarterman (trustee)  
Lee Sanderson (trustee)  
Graham Latter (Swanland resident)  
John White (Swanland resident)

**1. WELCOME**

The Chairman welcomed everyone to the meeting and thanked them for attending.

**2. APOLOGIES**

Apologies were received from Keith Carpenter (trustee), Colin Hill (trustee), Yvonne Dumsday (trustee), John McKain (Swanland resident) and Roz Jordan-Jackson (Clerk to Swanland Parish Council and Swanland resident).

**3. MINUTES OF PREVIOUS MEETING**

The minutes of the annual general meeting held on Thursday 16 July 2015 were approved and the Chairman was authorised to sign them.

**4. MATTERS ARISING**

There were no matters arising from the minutes of the previous meeting.

**5. CHAIRMAN'S REPORT**

The Chairman presented his report on the year ended 31 December 2015.

**The past year**

He was pleased to be able to report that once again the hall had a successful year. Bookings of the hall had continued at a high level, from both residents of Swanland, and from elsewhere. The facilities of the hall were of a very high quality and continued to attract hirers to use what was probably the best public hall in the area.

The year had seen another increase in the number of wedding receptions being held in the hall. The excellent rooms and facilities provided an attractive and very reasonably priced venue for such events. Forward bookings for weddings were very encouraging.

The finances of the hall had continued to be satisfactory. There had been a net inflow of funds on unrestricted funds of £1,458 for the year. On restricted funds there had been a net outflow of funds of £2,805. This net outflow had been due to depreciation for the year on assets purchased in the past exceeding the net income for the year from the 100 Club which was the main source of restricted income. Expenditure on repairs and maintenance had

amounted to £5,384 which was significantly less than the £11,953 expended in the previous year.

Reserves continued to be maintained at a satisfactory level and at 31 December 2015 these had amounted to £71,674. Cash balances at 31 December 2015 had amounted to a very satisfactory £49,917.

He said that he was sure that those present would all agree that the hall was in an excellent state both physically and financially.

### **Board of trustees**

During the year there had been a number of changes to the board of trustees. Razia Wilson and Priya Manoharan had resigned on 15 October 2015.

Since 31 December 2016 Lee Sanderson, nominated by Swanland Parish Council, had been appointed on 21 January 2016. Sheila Ireland had also been appointed on 21 January 2016 and Daniel Betts had been appointed on 5 February 2016.

He thanked Razia and Priya for their contribution to the work of the board of trustees and welcomed Lee, Sheila and Daniel to the board.

### **PV Panels**

The pv panels on the roof of the hall, which had been installed during 2011, continued to generate sufficient electricity to significantly reduce the cost of the hall's electricity consumption. The sum of £1,374 had been received in Feed in Tariff during the year.

### **Working parties**

The trustees had continued to hold regular working parties at which trustees and other volunteers carried out care and maintenance jobs on the hall. Volunteers were always welcome on these occasions.

### **The future**

The hall was fortunate in having an enthusiastic and dedicated team of trustees who worked tirelessly for the good of the village hall and thus served the residents of the village.

The trustees would continue to manage the village hall for the benefit of all inhabitants of Swanland. They were always on the lookout for new trustees and would be very pleased to hear from anyone who felt that they would like to be considered for appointment as a trustee.

## **6. TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

The Trustees' Report and Financial Statements for the year ended 31 December 2015 were received and discussed.

On the proposal of John White seconded by Graham Latter and approved, the Trustees' Report and Financial Statements for the year ended 31 December 2015 were adopted.

## **7. ELECTION OF TRUSTEES**

On the proposal of John White seconded by Graham Latter and approved, Godfrey Burley, Sheila Ireland, Martin Peel, Allan Quarterman, Keith Carpenter, Colin Hill and Yvonne Dumsday were elected to serve as trustees until the conclusion of the next annual general

meeting and Lee Sanderson's nomination as a trustee by Swanland Parish Council was accepted.

**8. CLOSE OF MEETING**

There being no other business the meeting closed at 8.15 pm.

..... Chairman

..... Date

BGB 30 October 2016