

SWANLAND VILLAGE HALL
MINUTES OF THE ANNUAL GENERAL MEETING
held at the village hall
on Monday, September 25th, 2017

Present: Sheila Ireland (Chairman and trustee)
Godfrey Burley (trustee)
Jan Rogerson (trustee)
Martin Peel (trustee)
Marion Riley (trustee)
Colin Hill (trustee / minutes)
Pauline Calam (trustee)
Neil Bowerman (trustee)
Terry Phillips (trustee)
Margaret Corless (in attendance)

Graham Latter (Swanland resident)
John White (Swanland resident)
John McKain (Swanland resident)

1. WELCOME

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

2. APOLOGIES

Apologies were received Allan Quartermann (trustee), Lee Sanderson (trustee) and Malcolm Cracknell (Swanland resident)

3. MINUTES OF PREVIOUS MEETING

The minutes of the annual general meeting held on Thursday, October 20th, 2016 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 former Chairman presented his report on the year ended 31 December 2016

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 £4,960 for the year. On restricted funds there had been a net outflow of funds of £891. 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 £4703 which was significantly less than the £5384 expended in the previous year.

Reserves continued to be maintained at a satisfactory level and at 31 December 2016 these had amounted to £75,743. Cash balances at 31 December 2016 had amounted to a very satisfactory £58,670.

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 several changes to the board of trustees.

21, Lee Sanderson (the parish council nominee) and Sheila Ireland were appointed on January 2016 and Daniel Betts was appointed on February 5, 2016.

Daniel Betts retired on October 20, 2016.

In the new year Terry Phillips was appointed on May 1, 2017 and Neil Bowerman, Pauline Calam and Andrew Dibnah were appointed on June 29, 2017.

Lee, Sheila, Terry, Neil, Pauline and Andrew were all welcomed to the board of trustees.

would He stated that he retired as Chair of the trustees on June 29, 2017 and was succeeded by Sheila Ireland. He stated that he would not be seeking re-election as a trustee today and leave the board of trustees at the conclusion of this meeting.

Godfrey welcomed Sheila as the new Chair and wished her every success in her new role.

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 £1,199 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 2016 were received and discussed.

John White asked if any purchases had been made from the 100 Club and Godfrey stated that £1000 had been taken and used for purchases of equipment for the hall.

John White also asked if the trustees had considered replacing the kitchen units as users found them dated and poorly aligned to the needs of users. He suggested contacting a local firm who had supplied kitchen units to other halls and using some of the halls surplus funds to pay for fitting.

On the proposal of John White seconded by Marion Riley and approved, the Trustees' Report and Financial Statements for the year ended 31 December 2016 were adopted. He stated other halls had had new kitchens supplied by a well-known local kitchen manufacturer and that in his opinion if this was possible in Swanland, costs for fitting could be taken from the surplus shown in the accounts.

7. ELECTION OF TRUSTEES

On the proposal of John White seconded by John McKain and approved, Sheila Ireland, Terry Phillips, Margaret Corless, Pauline Calam, Keith Carpenter, Yvonne Dumsday and Jan Rogers 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 for the year ahead.

Andrew Dibnah has resigned recently as a trustee.

8. Any other business

Graham Latter on behalf of Malcolm Cracknell from the village watering scheme, thanked the trustees for agreeing and installing a tap to aid with watering around the pond on the hall.

Graham Latter also explained that he is continuing to administer the village hall website and stated it has received 27000 hits since it was set up in 2007. He asked that trustee changes are notified to him as soon as possible and asked what the situation for hall bookings would be when the booking secretary was on holiday. It was explained bookings could still be made even from overseas but in the event of a long-term holiday, Martin Peel would take charge of event bookings.

9. CLOSE OF MEETING

The meeting closed at 8.30 pm.

..... Chairman

..... Date

BGB 30 October 2016