

# **SAMPFORD BRETT VILLAGE HALL**

**ANNUAL GENERAL MEETING** held on Wednesday, 1st November 2017 in the village hall.

## **MINUTES**

- (1) **The Chairman**, Mrs Procter, opened the meeting at 7.30pm. She welcomed everyone and thanked them for coming.
  
- (2) **Apologies** were received from Miss Kathleen Langley. A total of 21 residents attended.
  
- (3) **The Minutes** of the 2016 AGM had been distributed for everyone to read, and having been proposed and seconded, they were signed by the Chairman.
  
- (4) **Matters arising**. There were no matters arising from the Minutes.

## **(5) Chairman's Report.**

Mrs Procter reported that we had been waiting for the technical report and survey which had been commissioned on the village hall. This was now to hand and as the village hall had been given a life span of 10-15 years, we were now in a position to consider what to spend on maintenance etc. During the year 2017/18, Committee would do its best to maintain the hall and improve the present facilities. She wished to thank Mr Dave Smith for his work in connection with the Lottery Grant and the Acorn Group.

She said that both electricity meters were now able to accept the new £1 coins, and the ladies' toilet had now been mended.

## **Treasurer's Report.**

Mr Drabble had handed round his Income and Expenditure Accounts, together with Independent Examiner's Report for the year ended 30<sup>th</sup> September 2017. He was grateful to Mr Swan for examining the Accounts. He pointed out that although it was not mandatory for the Accounts to be inspected by the Charity Commissioners, they did have to be available for such inspection at any time. A copy of the Accounts is attached to these Minutes. Points to note were that hall income had increased and although Pilates had stopped in April, the Tai Chi group was continuing longer than expected. There was income from the soup club and we had also held a quiz. The sale of the Ann Cotterill painting had brought in £1,500, this year's village fete produced £1,400, and the Acorn Group had successfully applied for a National Lottery Grant. No new projects were planned as we were waiting for the results of the Acorn Group's findings. After taking everything into account, the balance carried forward was £14,867.

Passing of the Accounts was proposed by Mr Andy Busby and seconded by Mr Richard Currie.

Mr Blazey questioned the £55 in bank charges and thought it seemed quite high in relation to the funds we had in the bank. Mr Drabble said he would look into this, and Mr McKee said that he would probably find this was the general picture.

#### **(6) Letting Secretary's Report.**

Mr Cadby said that we had lost Pilates booking. There were now about 700 sessions available for booking. Bookings we did have amounted to about 26%. Most bookings were by "word of mouth", rather than from the entry in Pathways. He wondered whether we should consider advertising in Williton Window. He asked that everyone promote the village hall whenever the opportunity arose, and perhaps the Questionnaire currently going around the village, might lead to new groups. Mr Blazey had heard talk of a service for booking on-line, and suggested mentioning this on the web page. Mr Cadby thought this a good idea but said that the village hall would need to have the right to veto any unsuitable bookings. Mr Busby pointed out that the village web site was out of date and badly needed updating.

#### **(7) Report by Mr D Smith. (Acorn Group and SPAG).**

He said they were working closely with CCS of Somerset and a lottery grant had been obtained to help with the technical survey. This concentrated on the anticipated life of the village hall and had been very thorough. As mentioned before in these Minutes, a life span of 10-15 years was the estimated time before a new hall was likely to be needed but there were certain things to consider in the short term. The Questionnaire that had been distributed around the village would help the group determine how people use the village hall and what they want in the future. Various matters had arisen from the technical survey, especially as the present village hall had been built before such stringent building, health and safety regulations came into effect, at a time when not much was known about the effects of eg asbestos and Artex and CCS had made various recommendations.

We needed to clear undergrowth from the walls to stop damp spreading. We also need to look at heating and acoustics. Completed Questionnaires would be returned to CCS who would return their report to us hopefully by the end of December. When we have all this information, work will start in the New Year, with perhaps a public meeting to help decide on the way forward, and help us to come up with some recommendations.

#### **(8) Election of the Committee.**

Existing Committee members had agreed to stand again en bloc, and this was proposed by Mr Busby and seconded by Mr Draper. The Chairman said there were two spaces on the Committee, and Mr Busby offered his services. This was proposed by Mr Smith and seconded by Mr Currie.

#### **(9) AOB.**

The Chairman reported that after 13 years, Colin and Sheila Draper felt it was time to hand over decorating the village hall at Christmas, and asked for people to bear this in mind. Mrs Payne volunteered to do this, with the help of her family and this offer was

gratefully accepted, to come into effect Christmas 2017. Mr Blazey proposed a vote of thanks to Colin and Sheila.

Mr Smith addressed the application for a Premises Licence, saying he hoped it would be received by 7<sup>th</sup> November. He outlined how it would operate for SPAG events held Monday to Friday, 6pm-10pm. The village hall management committee would decide which events would be appropriate.

Mr Draper expressed concern, but was told that the police were happy, the fire brigade was happy and it should not have a great deal of impact on the village. Mr McKee thought that the existence of a premises licence might attract more bookings for the hall.

**THERE BEING NO OTHER BUSINESS**, the meeting was closed at 8.20pm.

## **SAMPFORD BRETT VILLAGE HALL COMMITTEE**

EXTRAORDINARY MEETING held on 1<sup>st</sup> November, 2017

Present: Messrs David Drabble, Andy Busby, Dave Smith, Richard Currie, Ross McKee and Mesdames Leslie Procter, Liz Blazey, Sheila Draper and Brenda Payne.

Mrs Procter said that she wished to relinquish the position of Chairman but would stay on the Committee. Mrs Draper also said that she wanted to resign from the position of Secretary and also the Committee. She would continue for a few months until a replacement secretary was found. Mr Busby volunteered to stand as Chairman and Mrs Procter took over the position of Vice-Chairman. This was proposed by Mr R Currie and seconded by Mrs L Blazey.

The following positions were confirmed -

Chairman - Mr A Busby

Vice-Chairman - Mrs L Procter

Secretary - Mrs S Draper (pro tem)

Treasurer - Mr D Drabble

Lettings Secretary - Mr C Cadby

Mrs L Blazey (Parochial Church Council)

Mr R McKee (Archives Group)

Mr R Currie (Gardening Club)

Mrs B Payne

The Chairman said that it was important to decide what we wanted from new chairs, so that plans to acquire them could be put in motion.

Mrs Payne asked if she could seek donations towards the Christmas tree which was located at the bottom of Brett Close in her garden. Mr Smith told her to make representation to the SPAG group about this. Mrs Draper was of the opinion that the tree was a hazard when residents of Brett Close were coming out onto the main street.

Mr Cadby said work was needed on the men's toilet costing £162 and was told to go ahead with this.

Moss clearing work needed to be carried out at a cost of £150 and this was also approved.

THERE BEING NO OTHER BUSINESS, the meeting closed at 9.05pm.

**DATE OF NEXT VILLAGE HALL COMMITTEE MEETING - Tuesday , 5<sup>th</sup> December2017 at 2.30pm in the Village Hall, unless notified differently.**