

GRAYSHOTT VILLAGE HALL MANAGEMENT COMMITTEE

Minutes of the Annual General Meeting held at the Grayshott & Hindhead Institute & Village Hall held in the Small Hall, Grayshott Village Hall on 7th July 2009

PRESENT : Trustees: Mr. S. P. Penny (Chairman), Ms B. McSean (Treasurer), Mr. G. Pullen (Vice Chairman & Booking Secretary), Mr. P. W. Budd (Minute Secretary), Steve Georgii, Mary Herbert (Flower Club), Tony Legat (Grayshott Stagers), June Mills, Brian Spencer (GVHMC).

Also in Attendance: David Barrett, Pat Barrett, Phil Bates (2000 Committee), Rita Moore, Bob Roberts (Indoor Bowls), Sybil Saunders (Arthritis Care), Joan Spencer.

MINUTE No:

ACTION

1.00

APOLOGIES FOR ABSENCE: Sheila Dorsett (Arthritis Care), Andrew Meehan, Dennis Moss (Grayshott Bowls), Betty Penny, Vanessa Thompson (Grayshott Gardeners), Nicky Wilson (NADFAS)

2.00

MINUTES OF THE LAST ANNUAL GENERAL MEETING were distributed to all those present and taken as read. Acceptance of the minutes was proposed by David Barrett, seconded by Pat Barrett and unanimously agreed by the meeting. The minutes were signed by the Chairman as a correct record.

3.00

CHAIRMAN'S ANNUAL REPORT:

3.01

The Chairman welcomed everyone to the 107th Annual General Meeting of the Grayshott and Hindhead Institute and Village Hall.

He reported that on Friday 9th August last year two major events happened on the same day. Firstly the new caretaker, Jim Hardy and his wife Becky, accompanied by their son James, moved into the Cottage prior to taking up their duties. At the same time work started to strip out the old kitchen in readiness for contractors to start work on the new kitchen on the following Monday.

Thanks were expressed Graham Pullen for masterminding the refit, to the volunteers who helped strip out the old and to our contractors, Grayshott Property Services and A3 Kitchens.

Following the refit, the Committee was very fortunate to receive new cooking pots and pans courtesy of Grayshott Arthritis Care and in the near future will receive a most generous donation of a complete set of new crockery from Grayshott Pottery.

In addition to the major works to the kitchen, the caretaker's office area, which had never been properly finished off since its creation some years ago, was decorated and new flooring provided.

The Management Committee was also pleased to accept the donation of a piano from Barbie McSean's parents and to receive significant donations towards the cost of new curtains for use on-stage from one of our Friends and the Grayshott

Stagers.

The new caretakers, Jim and Becky, are now well settled into Village Hall life and have already made their mark in a very positive way. Jim's ability to take on a number of the numerous maintenance tasks during the year has eased the burden on the Management Committee and helped to keep the Hall, which is now 107 years old, running efficiently.

The other major event of the year has been of a rather different nature. In late 2008 a question arose regarding the insurance of the Village Hall. Traditionally the Parish Council had insured the building and its contents on behalf of the Village Hall on the assumption that as Custodian Trustee they were ultimately the 'owners'. Following correspondence with the Charity Commission and investigation by the Parish Council, it became apparent that the Parish Council does not 'own' the Village Hall but that it's role as Custodian Trustee is to hold the title to the land and buildings 'in trust' for the Management Committee. This new understanding of the relationship between the Parish Council and the Village Hall has necessitated a considerable amount of work in unpicking and separating insurance policies and utility accounts and is still ongoing some 7 months after we started.

The Parish Council has been most supportive and, while it is under no obligation to do so, has provided a grant to cover the insurance costs, which are now the responsibility of the Village Hall.

A further consequence of the new relationship between the Parish Council and the Village Hall is that the Management Committee is now responsible for the Lease arrangements for the Library. The current Lease expires at the end of August and we are currently in negotiation with Hampshire County Council regarding its renewal.

It was with great regret that, in December 2008, the Management Committee learned that the Women's Institute was no longer able to continue. The WI had been the longest established user group of the Village Hall and its demise left a vacancy on the Management Committee. The Chairman reported that Grayshott Little Sunflowers playgroup has agreed to become one of the appointing organisations and will be represented on the Management Committee in the future.

In mid March, a Race Night evening was held, masterminded by Pat Barrett. It was Pat's hard and mostly unseen work in obtaining the race sponsors and publicising the event that made the evening such a success resulting in a healthy profit of over £1,000.

Earlier in the year Pat advised the Chairman that, after more than 20 years on the Management Committee, she felt it was time to retire. As well as being the mainstay of Village Hall fundraising for many years Pat always took a full part in the workings of the Management Committee, giving most generously of her time. Her valued input has already been missed.

In recognition of her outstanding contribution to the Village Hall over many years the Management Committee felt that it was only appropriate to mark her retirement from the committee with a small gift. Barbie McSean then presented Pat Barrett with an engraved glass vase and a bouquet of flowers.

The Chairman also thanked Steve Georgii who has continued as resident expert in maintaining the Village Hall's sound system implementing several valuable improvements during the year and to Tony Legat who has become our IT expert.

The Chairman also thanked his fellow officers, Graham Pullen, Barbie McSean and Peter Budd for their support, enthusiasm, good humour and willingness to do whatever is necessary. Without their dedication and hard work this institution would not continue to function in the way that it does.

Finally he thanked the users and friends of the hall and as well as those present for taking the time to attend the AGM this evening.

Adoption of the Chairman's report was proposed by Brian Spencer and seconded by Pat Barrett and unanimously accepted by the meeting.

4.00

ACCOUNTS:

4.01

The Treasurer presented her seventh report statement for the year to 31 March 2009 as Treasurer of the Grayshott and Hindhead Institute and Village Hall. As in the previous 2 years, the accounts have been examined by Rick Peet of AVN Picktree in Farnham.

There had been two major refurbishment and redecoration projects – the kitchen and the upstairs common room – during the year. At the AGM last year, it was reported that there was a surplus in the accounts of over £11,000. This year there was a loss, as shown in the accounts, of £1,055.08, based on an income of £52,019 (increased from the previous year) and expenditure of £52,607. However, almost £15,000 was spent on the kitchen refurbishment project, most of which had been set aside during the previous year. In the last financial year, thanks to hard work of Graham Pullen (bookings secretary) income from lettings had increased by £2,500. A full breakdown of the Charity's income and expenditure for the year is available on pages 7 & 8 of the accounts.

Funds in the Dedicated Re-Decoration Account (or as it is also known, the Friends' Account) currently stands at £2,357.92. The Treasurer thanked everyone for the continued support of the Friends of the Hall.

The Balance Sheet for the 12 months to 31 March 2009 showed a slight decrease in total funds from £47,540 to £46,485.

As previously mentioned we received the following donations during the financial year:

Mrs. Betty Penny: £1,000 towards the cost of new stage curtains.

Grayshott Stagers: £450 also towards the cost of new stage curtains
Mr. & Mrs. Arthur Smith: £100 towards the cost of transporting the piano they
donated to the hall
Arthritis Care: £216.76 for the purchase of new pots and pans.

On behalf of the Committee the Treasurer thanked these individuals and organisations for their donations.

The Chairman had already mentioned that Mrs. Pat Barrett left the GVH Management Committee this year. The Treasurer noted that during the seven years she had been Treasurer, Pat and her fund raising team had contributed over £10,000 to the Village Hall. Pat's skills in catering at the events such as the quiz nights, AGMs and other presentation events will be greatly missed.

The Chairman had already reported on the work we have been doing with the Grayshott Parish Council and the Treasurer thanked Liz Pennick, Clive Slaughter, Colin Thompson and all members of the Parish Council for their continued support during the year.

The Treasurer believed that the Hall's finances were in good shape, although the Committee would continue to work on new ways of raising finance for major projects that will benefit all users and recommended the 2008/09 Financial Statements to the meeting.

Acceptance of the statements for 2008/09 was proposed by Mary Herbert and seconded by Brian Spencer. The Meeting accepted the financial statements.

6.00

APPOINTMENT OF ELECTED MEMBERS:

6.01

Stephen Penny, Barbie McSean, Graham Pullen and Peter Budd had agreed to stand for election. There being no other candidates they were declared elected.

7.00

ANY OTHER BUSINESS:

7.01

David Barrett expressed his appreciation of the new Caretaker and congratulated the Executive Committee on such a good choice.

The Meeting closed at 8.22pm.

Signed:

Date: