

Draft Minutes Skillington Village Hall Committee Annual General Meeting

Date: 15th May 2019 at 1930 hours
Held at Skillington Village Hall



Committee Members Present: Colin Clark (Vice Chair), Jacqui Bunce (Secretary), Jacqui Cutler (Treasurer), Pete Selby, Sarah Clark, Steve Burrows, Debbie Quinn

Present as members of the public: Graham Page, Jim Bolton

Welcome & Apologies: Colin Clark welcome all to the AGM. Apologies were received from Steph Burrows, Carly Clark

- 1. Previous AGM 2018 Minutes:** Minutes of the 2018 AGM were accepted as a true and accurate record. Proposed by Jacqui Cutler, seconded by Colin Clark, unanimous agreement to approve.

3. Annual Finance Report

Jacqui Cutler presented the financial report for the year ending 5th April 2019.

The tables below show the information presented:

Skillington Community Centre 2018/19						
Opening Bank Balance	7,596.38					
		Note	Note		Notes	
Income			Expenditure			
Hire	2,090.00		Hire related	217.55	a.	Events income - main contributors
Events	8,448.36	a	Events	4,145.57		Cheese & Wine
Sports	350.00		Services (Utilities & insurance)	2,461.49		Race Nights
Other	655.53	b	Deposits refunded	350.00		Daytona
Deposits lodged	650.00		Maintainance (Grounds & hall)	1,276.56		Bingo
			Improvements/Additions	50.00		Private parties with VH Bar
						Shelly's wedding - Dot's Party
Total	12,193.89		Total	8,501.17	b.	Other income - Donations - Nev Clark, Wood Boutique, NGO
						Parish council contribution to waste collection costs
					c.	Reduction on groundskeeping costs - Pete Selby providing free services
					d.	Purchase of beer rack for real ale barrels used at Skilly Weekend event
Movement for year	3,692.72					
Closing Bank Balance	11,289.10					

Income	17-18	18-19	Var		Expenditure	17-18	18-19	Var	
Hire	1,575.50	2,090.00	514.50	33%	Hire related		217.55	217.55	
Events	6,196.51	8,448.36	2,251.85	36%	Events	3,238.52	4,145.57	907.05	28%
			-		Services (Utilities & insurance)	2,634.53	2,461.49	- 173.04	-7%
Deposits lodged		650.00	650.00		Deposits refunded		350.00	350.00	
Sports	335.00	350.00	15.00	4%	Maintainance (Grounds & hall)	2,287.17	1,276.56	- 1,010.61	-44%
Other	89.44	655.53	566.09	633%	Other	163.08		- 163.08	-100%
Improvements/Additions	1,632.00		- 1,632.00	-100%	Improvements/Additions	2,422.00	50.00	- 2,372.00	-98%
Total	9,828.45	12,193.89			Total	10,745.30	8,501.17		

Income had been £12,193.89, up just under £3,700 on previous year. Expenditure was £8,501.17. The aim of the year had been to bolster funds in order to be in a better position for improvement projects. The Cheese & Wine event had been a popular fund raiser for the Hall and for St James' church and the Methodist Church. Two Irish Horse racing events had been held and both had been well attended. The band Daytona, who practice at the Hall, played in the autumn, which although had been a very good evening, the numbers attending had been lower than the previous year. There had been a number of Bingo evenings. As well as events organised by the Committee there had been a number of private functions that had contributed to the 36% year on year revenue increase.

Donations had been gratefully received from a number of business in the village for contributions to prizes for events etc. The Committee were particularly grateful to Mr N. Clark for the donation from the Druids Motor Cycle weekend.

The Hall had received income from regular hirers which from September 2018 now included the Scout Association.

There had been a reduction in expenditure from last year. This was largely due to the time that Pete Selby was providing voluntarily to maintain the sport pitches and general maintenance. Mr Selby was thanked for his time and efforts,

4. Chairperson's annual report delivered by Colin Clark

Colin Clark presented his report on the past 12 months

He thanked the Committee for all their efforts and support over the year. There had been a number of changes in the committee membership over the year including Maria Whittle and Clare Winter leaving the village. Robert Ducksbury had also stepped down. This had to the Chair position being vacant and as Vice Chair Colin had taken on the role since November. The Committee had been fortunate to welcome two new members in year – Debbie Quinn and Carly Clark.

As we had heard from the Treasurer, the accounts for the Hall are in a reasonable position and Jacqui Cutler was thanked for her sterling job in maintaining these.

The Committee had put on a series of events to attract villagers of all ages to get together including as had been mentioned the Irish Horse Racing and Wine & Cheese Quiz Night. There had been a Halloween Party for village children. This had been a first for the Village Hall in a number of years and had been very well attended and enjoyed. If there was interest and willing help the Committee were keen to do other events.

As in previous years the Committee provided a free lunch to Villagers "Over 70", which had been well received and a delight to do. Special thanks were given to Sarah Clark for organising the last one, without the snow from 2017.

5. Secretary's report prepared and presented by Jacqui Bunce

The Committee had met regularly on a monthly basis.

At last year's AGM there had been keen interest regarding the potential licensing application. The Committee had taken soundings in the village and had written to Sir Fred from whom the Hall site is leased. In an email received we were informed that he could not support an application. The Committee

therefore took the decision not to pursue the matter any further. The Committee recognised the importance of not undermining any other village assets. The situation is that the Hall can apply for 15 Temporary Event Notices per calendar year and this is currently sufficient.

With changes to the Committee membership an open meeting had been held in January 2019 to seek additional support. There had been a limited response. Those that had attended had pledged to help and such offers, which have been taken up have been greatly appreciated. The Committee are still looking for new members to take on roles and will continue to seek new recruits in order to keep the Committee sustainable.

In terms of communication and engagement more door drop advertising had taken place. Chalk Boards were being used to advertise events and the Skillington Life website had improved links. The Face Book page was continuing to be used.

At the 2018 AGM the question of a children's play area had been raised. This was looked into and indicative costs sought. Informal discussions with South Kesteven District Council also took place. Because of the regulations regarding these play areas, the cost of construction run into tens of thousands of pounds as there is a need for special ground surfaces, weather proofing equipment etc. Whilst there is some potential grant funding available from a variety of sources the Committee was not in a position financially to take this forward, nor did it currently have the capacity to take forward any such applications. If anyone in the village would like to take this on, then they could be provided with the information that had been collated to date.

At the last AGM it had been confirmed that dogs were not allowed on the sports pitches. New signage had been erected. Anyone who attended events was asked to be vigilant and to help the Committee keep the pitches safe for all who used them.

The Secretary informed the meeting that the Village Hall as a registered charity had completed the necessary on-line governance processes and returns to The Charity Commission.

6. Election of committee members

Colin Clark asked those members of the public in attendance whether they wished to be considered for membership of Committee and therefore become a trustee of the charity. No one came forward. It was therefore for the current Committee to reaffirm their willingness to stand for another year and therefore they were elected en-bloc. Colin Clark was proposed as Chair by Jacqui Cutler and seconded by Pete Selby. This was unanimously agreed. Jacqui Cutler agreed to remain as Treasurer as did Jacqui Bunce as Secretary.

7. Any other Business from the floor or committee

The following questions and comments were received from the floor:

Q. To bolster income were outside bookings being sought?

A. Yes although we are a small village and do not have the clubs that other villages have – our residents go to Gardening Clubs etc in other villages

Sympathy was expressed regarding the search for volunteers as this was a struggle across local groups

Q. Does the charity reclaim Gift Aid?

A. All the donations received are not in a form that Gift Aid could be reclaimed however the offer of help with such a reclaim from Mr Page should the occasion arise was welcomed. The Committee were aware that the benefits in kind from member's time could be calculated and count towards any grant applications.

8. With no other business the meeting closed.

Next AGM: May 2020. The date and time will be published in advance

A handwritten signature in blue ink, appearing to read 'Jacqui Bunce', with a horizontal line underneath.

Jacqui Bunce: Secretary