

Medbourne Village Hall Trust

Minutes of the Annual General Meeting

Held on Monday 14th April 2014
At 7:30pm

KJ introduced Tim Gidley-Wright who is the PC representative for the VH

PRESENT

Committee:

Karl Jenkins – Chairman (KJ)
Carolyn Frostwick – Treasurer (CF)
Amy Hayward-Paine - Secretary (AHP)
Georgina Hardman-Ward - Bookings Clerk (GH-W)
Jane Boulter (JB)

Public:

Ann and Tom Price
David Tuffs (DT)
Tim Polito
Jo Milligan

1. Apologies for Absence

Mick Garfield

2. Minutes of the Last AGM held 8th April 2013

Approved by KJ

The Minutes of the last meeting held on 10th March were also approved by KJ

3. Chairman's Report

Welcome everyone to the Annual General Meeting, and let me firstly just say that as Chairman of the Village Hall it's been an interesting year both in terms of having the largest event the hall as seen in some time being the Truck Pull and the surveys carried out both to the village and the Hall itself.

It goes without saying that this committee being completely made up of volunteers works hard to organise and promote new money making schemes to extend the life of the Hall; at this point I would like to thank them for their endless patience and enthusiasm.

Let me take this opportunity to thank the Parish Council for its continued support to the Village Hall.

It was disappointing that the planned village party last September had to be cancelled due to poor ticket sales. However the Committee are arranging events in forthcoming months which it is hoped will be of interest. A film night is to be arranged and an Antiques Roadshow event is being planned for Thursday 19th June.

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We ended the year with surplus income in excess of £4,000 and we are looking to use some of that to replace the old crockery/table linen to improve the presentation of Sunday Teas.

We are still looking and about to advertise for local people who can give any amount of time per month to the village hall for help in either painting to gutter cleaning to weed pulling, every little helps.

There is still much to be done with the Village Hall as we are now aware of:

- Rear flat roof repair
- A full renovation of the guttering and repair of the roof

As you are aware an extension would be a great asset for the village hall accommodating a larger kitchen and meeting room both out for hire in a more professional way for both the village and business users, although the planning of the project from getting an Architect on a pro bono basis is difficult together with such a large project. Fortunately with the added help gained from David Tufts at the side line this process should be well ordered, with transparent clarity.

Once more let me finish my saying thank you to Georgina for the bookings and Michael for working hard on the general maintenance for the Village Hall; the committee for the past and future work and to the other members of the community that are helping in so many ways.

4. Treasurer's Report

CF presented a full statement of income and expenditure for the year to 31 March 2014. CF advised that the income from the Hall was reduced very slightly compared with the previous year but expenses were considerably reduced, as there had been no major repairs in the year. Ordinary activities gave rise to an overall surplus for the year of £4,095. Additional funds had been received being the tail end successful grant applications but this income was set against the expenditure relating to the funded projects. At the year end the current account showed £9,440.60, and the savings account, ring-fenced for capital items, had a balance of £46,667.91. The installation of the new disabled ramp will be funded partly from the savings account and partly from the accumulated balance in the current account.

5. Election of Chairman

KJ stood as Chairman, proposed by CF and seconded by JB

6. Election of Officers

Secretary: CF proposed by AH-P and seconded by JB

Treasurer: AHP proposed and seconded by GH-W

Booking's Clerk: JB proposed and CF seconded

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7. Any Other Business

Caretaker role

CF advised that Mick Garfield is interested and has read the JD

Village Hall website

KJ flagged that since Nickie Philbin left the committee the VH website is now not being updated. He had concerns regarding the ongoing upkeep of this and AHP stated she was unable to take the maintenance of the site on full time.

DT suggested the calendar was not helpful as it does not reflect that there is space for more than one event at any one time. GH-W pointed out that it is kept up to date and that generally two events cannot be booked two at the same time.

Tom Price asked how much upkeep the site required.

KJ stated that going forward there is some exciting news / events that should be highlighted on the site.

AHP asked what the objective of the site was and what the committee was looking to achieve with it. She will look at the site and report back at the next meeting, also trying to obtain visitor numbers through Google Analytics.

Truck Pull

KJ updated TG-W on the history of the Truck Pull.

The PC has asked that the results of the vote proposed by Gary Gardner are made available to them.

Sandersons will not donate trucks this year and also fed back that they felt the Truck Pull should not be an annual event.

Country Teas

CF wanted to discuss the price list for 2014. She also bought a selection of new crockery ranging from 79p onwards to update the current selection.

CF stated that new crockery would give a good impression and look more professional. The items are from the supplier's base range.

KJ to research discounted crockery (from ITTC), looking at 50 items of each.

GH-W suggested seconds could be considered.

DT asked if the crockery would be hired for weddings in order that any cost outlay could be regained. AHP pointed out that all items will need storing so this may not be feasible and KJ added that caterers tend to supply crockery.

JB stated that glasses are really needed.

TG-W will contact Wendy Wilson.

CF ran through the Teas Price List.

KJ asked if there should be an OAP rate. He suggested that price discussions should resume once the committee knows what the sizes of crockery will be.

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Film Night

This is due to take place on 23rd May 2014 with the film 'Frozen' being shown via projector.

JB has speakers and AMP; KJ will collect them from her.

DT suggested buying speakers however KJ suggested reviewing the success of the event before committing to this.

CF suggested we buy microwave popcorn and serve it in cups, with the first free, second to purchase.

Cheese and wine will be provided for adults and they will need to remain on the premises.

It was asked by JB if Lisa McKillen would be able to supervise however KJ did not think she could commit to this.

KJ to arrange sort wine and glasses. DT flagged that the Church has plenty of glasses.

CF suggested a local wine merchant could be approached rather than using Majestic – GH-W to forward details.

During a discussion around caring for the children, it was discovered that most of the committee is CRB checked.

Ramp

KJ flagged that there is a small extra cost on the total cost of the ramp for soil.

The Notice Board is being restored and will have a new lock.

On behalf of committee KJ thanked Tim Polito for the work.

Plants still need to be purchased for the flowerbed – KJ suggested white roses and some hardy plants.

CF suggested lavender; JB highlighted it had to be renewed every three years.

DT suggested a plant appeal and request for regular up-keep.

CF suggested asking Neville Hackett for his input based on the fact his late wife suggested the ramp in the first place. AHP to draft a note to him and pass to KJ for approval and signing.

Tim and David suggested feather-edge board for the border fencing option as weeds do not grow through. The cost would be £75. This is timber colour so will end up silvery grey. The barrier is feather-edged.

KJ suggested an open style fence. The committee then voted and agreed on the feather-edge boards. DT volunteered to erect this.

Antiques Event

This will take place on 19th June 2014. The entry cost is £5 entry, which includes a talk by Gildings. They will bring some items of interest. Any items bought (max two) will be charged at £3 for an evaluation.

CF has had business-card style tickets printed (free of charge).

Appointments for valuations made in advance or on the night.

CF asked if JB could place information in Great Easton shop.

AHP to approach the local press.

War Memorial Dedication

DT updated the Committee about the forthcoming War Memorial Dedication.

Keith Sandars has applied for a grant for the upkeep of the memorial which has been granted.

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He has suggested as part of this he would like to have a history of the Medbourne men lost in the war.

The Memorial will be cleaned and names re-chiselled and as part of the Grant there has to be a service of re-dedication on August 3rd. Booking request has made to GH-W on 2nd and 3rd. This would include an exhibition on Saturday, refreshments afterwards.

There might be an excess of funds which could be used to the benefit of the village – this could possibly be used to buy display stands for the exhibition then used by the VH going forward. Funds would also be available for catering and the hire of the Hall.
KJ to meet with DT and Keith Sandars.

Roof quote

Tim Polito left the meeting at this stage as he has submitted a quote (see attached).

The work would be guaranteed for 12 months

This brings the total number of quotes received to four, with the highest coming in at £17,000. Tim Polito's quote is the lowest. DT has got like-for-like quotes (just needs to ask Tim for 'valley' to be included) and for a longer guarantee than just the quoted 12 months. The committee requested that we state the building must be water tight for a longer period as per the brief.

CF suggested a two-year guarantee; KJ to get all the details from DT; DT to ask questions around when the work will take place and for how long.

Tom Price pointed out that the Medbourne Free school charity is the landlord of the VH and Church.

There being no further business the meeting closed at 9.07pm.

8. Date of Next Committee Meeting

Monday 19th May 2014, 7.30pm.