

MINUTES OF THE ANNUAL GENERAL MEETING

SATURDAY 28th JANUARY 2017 AT 10.00 AT THE MEMORIAL CENTRE

1. Welcome and apologies for absence.

All Trustees were present:

Mike Hayday (Chairman), Richard Burr (Treasurer) and John Herrett all Parish Council nominated for 1 year. Berny Higgins, elected (outdoor users) Term complete. Maggie Davis elected 2 years remaining. Darryl Parsons elected (outdoor users) 2 years remaining.

9 members of the public present.

2. Declarations of interest:

No declarations of interest.

3. Approval of Minutes of the Memorial Trust AGM, 23rd January 2016.

The approval of the minutes was proposed by Richard Burr and seconded by Berny Higgins. The Minutes were formally accepted by the meeting with a unanimous vote.

4. Matters arising.

The chairman reported on those matters arising from minutes from the AGM of 23rd January 2016 not covered in the Chairman's/Treasurers reports:

As reported at Trustee Management meeting March 10th 2016

- a. List of Trustees placed on Notice Board
- b. Spare key provided for Sid to use with trusted groups
- c. Hire agreements amended to include post code
- d. Formal note sent to all indoor users asking for nominations for a new Trustee by April. - No response received
- e. A note requesting that the 100plus club coordinate Christmas Party dates with the Breakaway Club sent to Mr Ian O'Neil, chairman of 100plus club
- f. A poster advertising the Hall with bookings details has been placed on the main village notice board.
- g. Heating: Trustees agreed to review the heating settings and operational manual with Mr Twine, contacting the manufacturer as necessary. This was done in the spring last year, John Herrett leading. The system seems to be operating as designed. Very few complaints have been received and usually only on very cold days. The only solution would be to extend the current

radiator system into the main hall, this would be expensive and would only provide a small amount of heat. Trustees decided not to proceed.

5. Chairman's Annual Report for the Memorial Trust.

The Chairman delivered his annual report. Copy attached as appendix 1.

6. Treasurer's Report and presentation of accounts for the year ending 30 November 2016.

The Treasurer delivered his annual report. Copy attached as appendix 2.

7. Questions from the floor.

A member of the public enquired as to whether the up to £30,000 of anticipated investment required in 2013 mentioned in the Chairman's report included the cost of car park repairs. It was confirmed that this was included in the estimate.

A member of the public asked if the expenditure on the cricket pitch would be the final solution to the watering issue. Trustees responded that the solution seemed to be fit for purpose based on last season, but it was noted that the weather had been unusually wet.

Mrs Jane Legat asked if the Trust had received any income from WP Heating in respect of orders placed by villagers for Heating Oil. The Steeple and Street carried an advert to this effect.

The Treasurer confirmed that no such payment had been received over the preceding 12 months. Linda Palmer confirmed that during her time as Treasurer she had been obliged to chase WP on this issue. She offered to provide contact details. The Chairman thanked Mrs Legat for raising the issue and Mrs Palmer for her advice. It was agreed that the Trust will investigate with WP and will advise Mrs Legat on whether the advertisement should be removed or retained.

Mr T King on behalf of the village expressed thanks to the Trustees for managing the hall over last year and hoped that they would continue to do so in the future.

8. Public vote on any resolutions from the floor.

There were no resolutions from the floor.

9. The nomination and election of Trustees.

The Chairman confirmed that all three Parish Council nominated Trustees have been re-nominated by the Parish Council.

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The chairman advised that Berny Higgins had now served a full term. The constitution allows that elected Trustees serve two terms. Berny had formally confirmed his willingness to continue.

Maria Pennington proposed Berny Higgins as a Trustee, seconded by Sue King. A vote was taken and all were in favour. Berny Higgins was therefore elected as a Trustee for a further 3 year Term.

The Trustees and their current status was confirmed as.

Name (office)	Status	Remaining term of office
Mike Hayday (Chair)	Parish Council Nominated	1 year
Richard Burr (Treasurer)	Parish Council Nominated	1 year
John Herrett	Parish Council Nominated	1 year
Berny Higgins	Elected	3 years remaining
Darryl Parsons	Elected (Outdoor Groups)	2 years remaining
Maggie Davis	Elected	2 years remaining

The chairman noted that there remained no elected Trustee nominated by indoor user groups. However he also noted that Mrs Davis and all of the Parish Council nominated member were active in clubs or societies who were indoor users. This, he hoped, would allow the needs of indoor users to be catered for adequately.

10. Any other business.

It was noted that the accounts had not been formally approved.

Darryl Parsons proposed that the accounts be accepted. John Herrett seconded. A vote was taken, all in favour. The accounts for the year ending November 30th 2016 were therefore formally accepted.

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Mrs Jane Legat observed that the oven in the kitchen was inadequate when larger groups were to be catered for by village groups. Other members of the public agreed and it was also pointed out that a dishwasher would be useful.

Maggie Davis responded on behalf of the Trustees agreeing that, unless a commercial caterer was used who provided portable equipment, it would be difficult to cater for a large group. She stated that a dishwasher would need to be a commercial or industrial dishwasher as otherwise hirers would have to wait an unacceptable amount of time to empty and store crockery. She also noted that additional appliances would limit further storage room in the kitchen which was already limited. Trustees agreed that a working group would look at this in the spring.

It was noted that a small freezer had been donated by Mr Twine for the use of Hirers. Trustees agreed to review its use with Mr Twine and should it become a fixture it will be fitted with the appropriate fixings for safety purposes.

The AGM then closed to be immediately followed by a Special meeting of the new Trustees Management Committee.

APPENDIX 1

Chairman's Report AGM 28th January 2017

2016 has been a successful year for the Trust, our Treasurer will give the financial details in a few minutes.

He will confirm that overall booking for the centre and the sports grounds are better than last year. We do, like most village halls have spare daytime capacity and we would like to see the MUGA used more widely. On behalf of the Trustees I thank all those villagers who have used the centre or the outside sports facilities, either by supporting a local club or society, playing football or cricket or holding your family celebrations in the centre.

We have this year completed a number of key projects.

- The new cricket square irrigation system.
- The renewal of the MUGA surface and tennis nets.
- Set of new Rugby Posts to encourage budding Owen Farrell's and Amber Reed's.
- We installed a new outside notice board, complete with all Trustee contact details.
- With the generous help of Raymond Brown, we acquired a projector, screen and sound system.

All of this requires funding and this year we have been very active in seeking funding for future projects to improve the facilities both in the centre and the Memorial Ground.

We are very grateful to all the 100 plus club members who have helped via their donations. A special thanks to Ian O'Neill who has been running the club for many years.

We are also indebted to the ladies of the Breakaway Club who as well as being one of our regular hirers, also contributed by providing a magnificent buffet and all the organisation for the 100 club party which raised a significant amount of money this year. Not satisfied with all those efforts the ladies also donated money to provide a new bench for the play area. Many thanks to Sue King, Barbara Jones and all of the breakaway club.

The Trustees supported a Winter Ball to raise funds this year for the first time. It was a great evening and raised a wonderful amount of money to help refurbish the play area. Many thanks to all who helped to plan and run the event. Particular thanks to Maggie and Dean Davis, Sarah and Shane Skeates and to Michaela Toms and all those who helped set up the and clear up afterwards.

Looking forward to 2017 we plan to:

- Carry out maintenance to the main hall floor as required.
- Work with the surgery to resurface the car park, hopefully in the spring.
- Carry out the survey and maintenance of the Newt Pond required under our planning consent.
- Renew as many play items in the children's play area as we can afford using our own reserve funds, the funds raised in the events we have had in 2016 and hope to raise in events during 2017 and with funds generously donated by the Parish Council and other grant aid which we will actively seek.

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We are looking at a potential outlay of up to £30k so please continue to support us by attending and booking functions, supporting our fundraising events (Richard Digance 50th anniversary tour on 11th February, a theatre evening on July 20th featuring the Watermill Theatre Company from Newbury, and of course the Winter Ball date TBC) and continuing your 100plus club membership.

APPENDIX 2

AGM 2017– Treasurer’s Report

A successful financial year for the Trust with an overall surplus of over £5,000 despite several large outlays as Mike mentioned. Hire Fees from the Centre increased by 16% compared to last year and fees from cricket and football almost doubled with two football teams playing regularly following the demise of the village team. Having previously only had the income from the 100+ Club as a source of fundraising income, the Trustees have arranged other events to supplement this.

Key financial highlights from the Accounts:

- Centre hire income £15k compared to £13k last year
- Cricket and football hires almost £3k compared to £1.5k – no football last year.
- 100+ Club over £5k but this represents more than two year’s income following the Trustees taking over from Ian O’Neill
- Winter Ball profit of nearly £1.9k
- Bank interest £3.5k from our Endowment funds
- Major outlay:
 - Cricket square watering system £3180
 - MUGA revitalisation £2700
 - Projector and sound system £1450
 - Notice Board £1300
 - Outside light bollards £1000

As Mike has said we face even greater exceptional items of expenditure next year of around £30k and clearly the Trust will be showing a significant loss in next year’s accounts – unless we are very successful in getting grants to assist us e.g. for the car park. Our bank balances of over £30k were held against us when we were refused grant funds from the Area Board last year but our potential expenditure next year shows that at just one year’s turnover they are far from excessive for an operation of the size that the Memorial Trust has now become.

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