

DRAFT

Minutes of the Annual General Meeting of Holwell Village Hall Management Committee held on Thursday 4 November 2021 at 6.30pm at Holwell Village Hall

Present:

Libby Wilton (LW)
Jane Goodfellow (JG)
Sally-Anne Holt (SAH)

1. Apologies for Absence

Philip Pigott.

2. Declaration of Interests

None.

3. Approval of minutes of AGM 12 December 2020

Approved.

4. Acting Chairman's Introduction

LW welcomed everyone and thanked them for coming to the AGM.

LW said that the past year and a half had been very difficult for everyone, and that times remained uncertain given the onset of winter and the flu season and continued concerns over the spread of coronavirus.

Plans for fundraising events to raise money towards the new village hall were put on hold, and given the continued uncertainty and the lack of significant grants available to fund such a project, LW explained that the trustees had recently reviewed those initial plans with a view to finding less expensive options that would still provide the facilities required, but which would present a more realistic funding target.

An Open Morning was held in September and those residents who came supported the turnkey solutions presented – either metal or timber framed ready-built structures. Both of these are likely to cost in the region of £150,000 to £175,000, including ground preparation work and fitting out etc, which was significantly less expensive than the traditional build originally proposed. LW said that the trustees would now be investigating what resources in terms of donations, whether money, skills, materials or time, the village or local businesses can offer in support of this project and would also start work on the planning aspects of the project.

Looking ahead, it is hoped that 2022 will bring greater confidence and freedom to restart the fundraising events that had begun to attract more village residents to the hall and establish it as the community centre it should be.

LW thanked the trustees for their continuing support and commitment, as well as those residents who had supported the hall throughout the year with generous donations of money and time.

5. Treasurer's Report

Copies of the balance sheet and income and expenditure report had been given to those present, and LW explained that the income received from the hall's regular users largely reflected payment for classes held before the lockdown at the end of March 2020. For example, the WI's cheque for the previous year was only received after the accounting year end, as were some payments from Dance Fit, Table Tennis and U3A Botanical Illustration classes. There were no Short Mat Bowls meetings or Youth Club activities.

Due to the coronavirus pandemic there was no income from traditional events or those more recently

established such as film nights and Sunday village walks. The principal source of income was from Dorset Council which granted a total of almost £19,500 during the year. In addition, the sum of £944.28 was paid by Dorset Council in respect of s.106 funds owed from earlier new developments within the parish.

Almost £5000 was received in donations towards the new hall, largely from a village resident very generously contributing through a Give as you Earn scheme, and from the 100 Club.

The main item of expenditure was again insurance cover for the hall followed by a special item for cleaning the hall to ensure it met with government regulations in light of the coronavirus pandemic. Electricity was the next highest of our general running costs which were otherwise minimal reflecting the hall's effective closure for much of the year under review.

LW reported that the accounts had again been finalised by Andrew May who kindly agreed to audit them. The accounts show the hall has made a 'profit' or rather had excess income of £23,489.53 this year, largely due to the grants received from Dorset Council. As a result, the funds held within the hall's accounts with CAF Bank at the end of March 2021 amounted to £52,511.37, the majority of which was held in interest bearing accounts. Of this, £7,783.82 is shown in the accounts as restricted funds to be applied solely towards the new hall. LW explained that it will be appropriate to review what proportion of the funds resulting from the Dorset Council grants could also be allocated to the new hall, which would enable them to be used to support grant applications by providing evidence that grant funding could be matched by the hall's own funds.

6. Booking Officer's Report

As the hall had been closed for much of the review year and regular classes had therefore stopped, JG focused on the current position, confirming that the regular weekly users of the hall were now table tennis, Dance Fit, Holwell Women's Institute and the local church group. The hall had been hired privately on two occasions, and funds had also come from hiring out chairs, crockery etc. The annual Macmillan Bike Ride had also taken place in the summer.

7. Secretary's Report

As reported at the last AGM in December 2020, completion of the purchase of the car park freehold and the lease of the recreation land from Sherborne Castle Estate were delayed due to various issues between the Land Registry and the Estate. As at 31 March 2021, completion had still not taken place, but LW reported that completion of both transactions finally took place on 20 May.

As the Estate had granted permission to access the recreation space ahead of completion of the lease, it was fenced in March 2020 following which a group of volunteers planted hedgerow saplings donated by the Woodland Trust in May. Despite the very hot weather, LW confirmed that all but one sapling had survived thanks to constant watering by volunteers from the planting team.

Planning permission for the erection of benches and some low level play equipment on the land was received, and two applications for grants to meet the cost were submitted, one of which was successful. Due to lockdowns and continuing general uncertainty, ordering and installing the equipment had been postponed, but this would now be progressed.

LW restated the position regarding the hall's effective closure for much of the review year, although along with other village halls, the trustees had considered restarting film nights by the end of the summer of 2020, but in the event, these had to be postponed again. In the meantime, LW reported that the hall itself had been cleaned and disinfected and a hand sanitiser, first aid kit, and soap and paper towel dispensers were installed to ensure it met government guidelines and regulations.

As restrictions were lifted, some regular users such as dance classes restarted.

Throughout 2020, and to date, the 100 Club has continued, with some new members joining at the start of 2021.

8. Approval of accounts

SAH proposed that the accounts should be approved, which was seconded by JG. The accounts will be available in the hall and on the hall website.

9. Appointment of trustees

LW explained that the charity's first trustees as a CIO were herself and JG, appointed for 4 years, SAH

appointed for 3 years, and Philip Pigott, appointed for 2 years. His appointment would come to an end in January 2022, but he had indicated that he would be happy to be reappointed, which would be done at the appropriate time. Village residents had been asked if they would like to be a trustee, and one person had come forward, Mr David Maidment, who was present at the meeting. It was proposed that he should become a trustee, which was seconded by both SAH and JG. The trustees welcomed Mr Maidment, and LW confirmed she would send the appropriate documentation to him.

10. Appointment of independent auditor

It was proposed and agreed that Andrew May would continue as independent auditor.

There being no other business, the Chair closed the AGM.

OPEN FORUM

There was general discussion about ongoing activities, particularly the reintroduction of film nights, which had received a positive response. In the event, however, given the recent spike in infection rates, some residents were not keen to attend functions and although film nights would continue, it was not expected they would be profitable. The question of providing supper or some light refreshment was also discussed as this had been a positive draw in the past.

There being no further matters raised, the Chair thanked everyone for attending and closed the Open Forum.