

# STUBTON VILLAGE HALL MANAGEMENT COMMITTEE

## MINTUES OF THE ANNUAL GENERAL MEETING

11<sup>TH</sup> APRIL 2019

Present: R. Thornton [Trustee and Chairman], M. Libby [Trustee], D. Butler [Trustee], A. Treacy [Trustee], S. Key [Trustee], R. Crooks [Trustee], M. Stammers [Trustee], K. Stammers, F. Libby, C. Paul, M. Trafford, N.C. Smith, J.E.Critchley, J.Rose, J. Schaffarczyk, H. Wilson, G. Wilson, J. Davison.

1. Apologies

The Chairman welcomed those present and thanked them for their attendance. Apologies were noted from Mrs C Senior.

2. Minutes of Previous Meeting

The Chairman highlighted and discussed the key points of the Emergency General Meeting held in the Village Hall on 6<sup>th</sup> March 2019 – namely the need to clearly separate the Village Hall Management Committee and the Social Club Management arrangements; a summary of income and expenditure which was to be examined at the next Management Committee Meeting; the Duties of a Trustee; the need to complete and submit accounts to the Charity Commissioners and details of the proposed election process.

3. Chairman's Report

Mr. Thornton noted that this had been a quiet period for the Hall. The Hall itself was in a good state and the income from the Solar Panels had allowed financial security and 'coasting' The Hall was well used and the influx of new residents into the village had reinforced this. The feeling of the Management Committee was that its level of current use was satisfactory and that there was no need for advertising. He pointed out that much activity was driven by the Social Club and there was need for the management of that Club to be reinforced.

4. Secretary's Report

Mr. Crooks reported that the review and revision of the Constitution had be the primary activity of the Secretary and proposed he discussed this later in the agenda.

5. Treasurer's Report

See attached Report

6. Proposed Constitutional Changes

Mr. Crooks advised the meeting that the original document dated back to 1960 and that the Management Committee felt that this needed updating in line with current guidance. The Secretary along with Mr. Libby and Mr. Butler had undertaken a review of other Village Hall Constitutions researched on the internet. A new draft had been produced as a result, circulated to the Trustees and accepted by them. It was presented to the Meeting for acceptance. Mr. Crooks went through the main points of the document – copies had been circulated.

Mr. Schaffarczyk raised the question of which other charitable funds could be supported by the Village Hall and after some discussion, the Chairman advised that this would be an area the Management Committee would supervise. Mr. Rose highlighted the value of Community Links to village halls.

Mr. Critchley proposed acceptance of the new Constitution; seconded by Mr. Rose. Carried unanimously.

7. Election of Trustees

The current trustees [Mr D. Butler, Mr R. Crooks, Ms S. Key, Mr M. Libby, Mrs C. Senior, Mr M. Stammers, Mr Thornton] had offered themselves for re-election.

Mr. Critchley proposed their re-election; seconded by Mr Rose. Carried unanimously.

The Chairman pointed out that there was a vacancy for a trustee but no one put themselves forward. He advised the meeting of the resignation of Mrs A. Treacy from the Trustees and thanked her for her efforts in relation to the accounts.

8. AOB  
None

9. Date of Next AGM  
It will be held in April 2020.

R. Crooks  
Secretary to the Committee 14.4.19

Attached: Treasurer's Report

## TREASURERS REPORT STUBTON VILLAGE HALL TO 31<sup>ST</sup> DECEMBER 2018

Please find attached the accounts to 31<sup>st</sup> December 2018.

2018 was an interesting year with the sad passing of Tom who has been a Treasurer for a number of years and the realisation that the Village Hall had not submitted accounts since 2013. This has resulted in a number of letters being written advising the Trustees that they needed to ensure that they were up to date with their accounts and that they had also completed the Annual Return.

Accounts for 2013, 2014, 2015, 2016, 2017 and 2018 were recreated using the bank statements as no other information was available to identify clearly income and expenditure during those years. I am pleased to report that the accounts have been submitted to the Charities Commission and the charity is now up to date with its requirements. All of the new Trustees have been entered onto the Charities Commission website and are listed as Trustees.

In terms of the financial health of the Village Hall.

Income has been reducing over the years with the main source of income being from the solar panels which were put in place a number of years ago. At the moment these are covering the costs. It is important however that regular readings are taken to ensure that the income is received on a regular basis.

During 2018

Income was £2,415 with £1,810 of that relating to the rebate on the solar panels.

Expenditure incurred of £1,877.67 it is difficult to identify what this relates to as there are no copies of invoices or cheque stubs to see what the expenditure relates to.

Surplus during 2018 a surplus of £537.50 was achieved.

The balance in the two bank accounts is £13,873.22, with £12,771.72 being held in a National Savings Investment account. The signatories on both the Yorkshire Bank Account and the National savings Account need to be up dated as soon as is possible.

Ann Treacy  
Acting Treasurer

12,771.72 CA  
NSA  
1,101.50 YB.