

**Minutes of the AGM of the Trustees of the
Borwick and Priest Hutton War Memorial Hall
Tuesday 7 May 2019**

Present: **Trustees:** Ken Dunn (Chair), Keith Brady (Vice-Chair), Claire Helme (Secretary), Harry Clarke, Tony Johns (Bookings Secretary) Natasha Robson (Lottery Clerk), Eric Rooney, Martin Shuttleworth, Dave Smith.

Apologies: Phil Horsfield (Treasurer), Anne-Marie Le Cheminant, Edward Shuttleworth, Maureen Thomas.

Resignations: Margaret Waring confirmed that she wished to resign from the Committee as a trustee/committee member.

Minutes of the last meeting:

These had already been approved at the October meeting with no matters arising.

Chair's report:

Economics

The Chair, Ken Dunn, reported that the Treasurer's report and accounts reflect a reasonably healthy picture for the Hall. The Building Fund reserve against future major projects remains at a healthy level, however, despite an increase in rental hours the operating position was under pressure from increases in operating charges particularly maintenance costs.

Amenity

The Hall continues to provide a venue for our local clubs and societies, and a well appreciated venue for our larger external hirers, the Arts Society and Eversley Choir. The Pilates group are once more meeting regularly and the additional Badminton session is now well established. The year, 2018, saw the first choral concert at the Hall, a successful event which should be repeated in the future. Once again, no formal complaints were received from hirers, indeed, many if not all once again passed on their thanks and appreciation of this great amenity.

Projects

The decluttering work continued. This time "team kitchen" tackled the many years of "gifts" to the Memorial Hall kitchen and an eclectic mix of blunt knives, cracked bowls and lidless Tupperware found its way to local recycling.

The Tuesday volunteers finished off the varnishing of the external wooden frames and renovated the car park. They cleared the weeds, filled the potholes and re-laid the gravel surface. In addition, the entry way has been reinforced with more concrete.

In order to support St Mary's with their fundraising and also flood action in Priest Hutton it was decided to forgo the annual grant requests to the Parish meetings and to trim capital expenditures. Nevertheless, we were still able to fund the replacement of the Hall tables with monies raised by the village lottery.

Events

Thanks to Maureen Thomas for co-ordinating the coffee mornings over the past year and to the many volunteers who ran individual events. Not only do the coffee mornings provide an excellent opportunity for socialising and communication but this year they provided over £1200 to the charity "Bloodwise" in their valuable work in memory of Jim Thomas.

The Village Show was a success and this year was enhanced by exhibitions from some of our community groups, in particular, a novel display piece by the W.I. and most particularly by an exhibition and demonstration by the Art Club. Although successful, we noted that both entries and attendance were down compared to previous years and the Committee decided that we will hold the show biennially from now onwards.

The Entertainments group (Claire Helme and Keith Brady) had a very successful year. Both of the Spot On events returned a profit as well as providing two excellent evenings of entertainment for the wider community. In April we tried our first "Movie Night" at the Hall in collaboration with Eden Arts and we all very much enjoyed the showing of "Stan & Ollie".

I think most would agree that the stand out event of the year was the Peace Tea held in November to commemorate the end of the First World War. In contrast to the necessarily somber commemoration of the centenary of the outbreak of the war, held in 2014, we decided this time to replicate the original Peace Teas which were held in 1918 with games, food and entertainment appropriate to the time and to dress in contemporary attire. A cracking day and we have the photographs to prove it.

Volunteers

Finally, I would like to pay tribute to all of the volunteers both on the committee and off it for their enormous work in continuing to make a success of this great amenity. It is not really until one makes the annual review that one sees the amount of work which is fulfilled by a great team of committed and energetic people. Thank you.

Treasurer's Report:

The Memorial Hall made a loss of £76 compared to the previous year's profit of £1077. These profit figures are not strictly comparable due to the distorting impact of the grants and the varying levels of major expenditure. With regard to grants £548 is yet to be spent on the staging and £100 for the History Trail. In future, grants should go into the capital part of the accounts and not income. The profit from purely village hall activities ie before grants and major expenditure is a better indication of the hall's viability. At this level the hall made a profit of £827 compared to the previous year's £1808 – a reduction of £981.

The main reason for the reduction was the higher level of expenditure which in the current year totalled £7091 an increase of £1217 over the prior year whereas income was broadly the same. The main areas of increased expenditure was the repairs to the car park totalling £555 and the bill for Performing Rights which amounted to £634. The Performing Rights expenditure covered the last 4 years and included £150 for a TV licence. This level of expenditure will not repeat next year. Electricity reduced year on year but this was due to the timing of meter readings and it appears that we have been undercharged during the year with our direct debits being increased from £80 per month to £128 for the current year. Gas increased reflecting the higher retail cost of gas.

Hall income showed a small increase of £235 compared to the previous year and amounted to £7918. The main area of increase was Pilates which totalled £1001 compared to the prior year £265, reflecting a full year's activity. Income from the Art Class reduced by £382 due mainly to the timing of payment receipts and also the reduced hourly hire charge. Badminton remains the largest

contributor. Major expenditure totalled £2822 of which the new tables were £1746 and the final payment for the stage was £1077. No grants were received in the period but £500 from Borwick and £950 from the Village lottery helped to fund part of the expenditure. Total funds at the year end were £30465 a small reduction of £76.

The motion to accept the accounts was given by Ken Dunn, seconded by Claire Helme and accepted by all present.

Lottery report and audit:

Jean Johns sent a report to state that the audited accounts were received back from Joyce Tombs on 29 March and that she met with Natasha Robson on the 2 April to complete the lottery handover. Natasha now has electronic and hard copies of all the necessary documentation. The March and April draws have been completed and it is now time for the May draw. Jean wished Natasha well in her new role.

For the year ended 31 December 2018 total lottery subscriptions were £970 and total prize money payable, including donations was £480. There were 81 members who all paid £12 except for one who paid £10 in error. The 2018 donation of £950 was used to contribute to the cost of new tables.

The motion to accept the Lottery accounts was proposed by Martin Shuttleworth, seconded by Tony Johns and accepted by all present.

Adoption of representatives and ordinary committee members:

The following trustees were adopted for a further year:

Keith Brady, Harry Clarke, Ken Dunn, Claire Helme, Phil Horsfield, Tony Johns, Anne-Marie Le Cheminant, Natasha Robson, Eric Rooney, Edward Shuttleworth, Martin Shuttleworth, Maureen Thomas.

Dave Smith was also co-opted onto the Committee representing Borwick Parish Meeting as the new Chair.

The motion was proposed by Ken Dunn, seconded by Keith Brady and accepted by all present.

Claire Helme, Secretary
May 2019

