**Minutes of the AGM of the Trustees of the**

**Borwick and Priest Hutton War Memorial Hall**

**Tuesday 10 May 2022**

**Present: Trustees:** Ken Dunn (Chair), Keith Brady (Vice-Chair), Nigel Adams (Treasurer), Claire Helme (Secretary), Eric Rooney, Dave Smith.

**Apologies:** Chris Heginbotham, Maureen Thomas.

**Minutes of the last meeting:**

The minutes of the May 2021 AGM were approved without amendment at the management committee meeting of 7 September 2021 with no matters arising

**Chairs report:**

Our financial year 2021-22 was once again disrupted by actions to manage the Covid pandemic. Having lost most of the first quarter we re-opened in late spring only to close once in mid-winter in response to the first wave of the Omicron variant. Our financial situation was well supported by government compensation and we once again benefitted from a Covid relief grant.

As we write, hall bookings have recovered well and most of the regular clubs and societies have resumed their regular use of the facility. Private hires are steadily improving and we enjoyed a very successful first entertainment provided by the Angie Palmer band.

We were successful in obtaining significant grant support from external funders and our own local lottery which will allow us to fulfil the re-roofing of the hall during the summer of 2022.

The very heavy increase in energy costs rather forced our hand with regard to hall hiring fees, which we increased from 1st January. Happily, we were able to maintain the very low hiring charges for our locals whilst other users fully accepted the increases. We continue to be a popular and attractive venue.

Over the course of the year, we lost a number of long serving committee members and officers. Harry Clarke stepped down after half a century of committee membership. Tony Johns and Phil Horsfield left their posts as Bookings Officer and Treasurer, respectively. We send all of them our thanks for outstanding service and support. We welcome their replacements, Christine Heginbotham and Nigel Adams, and sincerely wish them every success and enjoyment in their new roles.

Our main targets for the coming year are to weather the current economic storm whilst

re-establishing the use of the hall to pre-Covid levels and to continue to upgrade our hall so as to sustain this great resource for our local and wider communities.

**Treasurer’s report:**

The Chair and Treasurer reported on the change in the layout of the hall accounts. These will now incorporate a general reserve, building reserve, contingent reserve and capital development reserve. The hall’s total assets 2021-22 of £56, 426.97 have been divided into the general reserve (£9,809.47), building reserve (£28,500), contingent reserve (£10,000) and capital development reserve (£8,117.50). Funds of £26,590 have been transferred into the building reserve plus grants received of £20,135 less roofing expenditure already incurred of £18, 225 giving a total of £28,500 as of 5 April which will be needed to pay off the builders when the work is completed.

Charity governance documents prefer accounts set out in this format. The new accounts format may also enable the hall to act as a third-party banker for various local groups if held in restricted income on trust. Banks do not encourage charity bank accounts and often insist that complicated procedures/forms are completed by such groups which often discourage applicants.

The motion to accept the accounts as a true and accurate statement was proposed by Ken Dunn, seconded by Keith Brady and approved by all present.

**Election of ordinary committee members:**

The following trustees were adopted for a further year:

Nigel Adams, Keith Brady, Ken Dunn, Christine Heginbotham, Claire Helme, Eric Rooney, Dave Smith, Maureen Thomas.

**Motion to incorporate:**

The Chair, Kenn Dunn, proposed the motion to incorporate as follows:

**I move that we proceed with the incorporation of the charity under the approval and registration allocated by the Charity Commissioner, Borwick and Priest Hutton War Memorial Hall (designation 1197898) and the transfer of all the assets of the charity Borwick and Priest Hutton War Memorial Hall (designation 519572) to the incorporated charity (1197898) and that following the transfer of those assets that the former charity (519572) be dissolved.**

The proposal was seconded by Nigel Adams and all present voted in favour of the motion.

Claire Helme

Secretary

May 2022