

OLDBURY ON SEVERN MEMORIAL HALL

Trustees & Management Committee

ANNUAL GENERAL MEETING

**Minutes of the Meeting held at the Hall on
Tuesday, 16 February 2016, at 7.30pm**

PRESENT: Mr J Belbin (Chairman) Mr A Knapp
Mr G Poole (Vice Chairman) Mrs K Porter
Mr P Orford (Treasurer) Mr G Porter
Mrs R Belbin (acting Secretary) Mr M Riddle
Mr I Bell Mr K Sullivan
Mr M Clothier Mrs J Tibbenham

1.0 APOLOGIES FOR ABSENCE

Apologies were received from Mrs M Baker, Mr G Ball, Mrs M Cornock, Mr G Dyke, Mr D Griffiths, Mrs J Perkins, Mr D Riddle.

2.0 MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

The Minutes of the previous Annual General Meeting held on 10 February 2015 had been circulated earlier in the year. The members present agreed they had read them and accepted them as a true record.

3.0 MATTERS ARISING

There were no matters arising.

4.0 CHAIRMAN'S REPORT

The Chairman reported as follows:

This has been largely a year of consolidation. At the beginning of the year a number of small items were cleared up, but since then nothing major has been done.

However, in financial terms it was a very successful year, as we shall hear from the Treasurer, and I won't steal any more of his thunder.

Support for our Bingo Evening and Coffee Morning has been less than it has been, but the Themed Supper was well supported and greatly enjoyed. As always we express our gratitude not only to those who support us by attending, but also to the helpers – members of the Committee and others – who put so much effort in, both before, during and after these events.

I again gratefully acknowledge the outstanding support that I receive from the Treasurer and Vice-Chairman.

At this point I would normally close this Report. But this year I feel I must express my increasing concern at the difficulties we have in finding people to serve on the Committee or once found, in retaining their interest. And, as we shall hear shortly, these difficulties certainly extend to finding Officers.

General appeals seem to result in no responses whatsoever. Direct approaches to the individual are usually more successful, but even those are becoming less fruitful.

I think we probably need to improve the information we provide to appointing organisations and their representatives. A small study group might come up with further suggestions. I'm sure we need to do something.

5.0 **TREASURER'S REPORT**

The Treasurer said he presented the accounts with them already having been audited and signed off by Mr R Gazard.

The Treasurer reviewed his Report, following which it was adopted unanimously.

The Report is attached to these Minutes.

6.0 **CURRENT COMMITTEE MEMBERSHIP - CO-OPTION OF ADDITIONAL MEMBERS**

The Chairman reminded the meeting that it was for the Parish Councillor Trustees and for the Representatives of Local Organisations to vote on any co-optees that they felt could help them in the satisfactory management of the Hall.

He continued that Mrs K Blanchard had resigned as Secretary earlier in the year with immediate effect. The remaining co-optees were:
Mr J Belbin, Mrs R Belbin, Mr P Keedwell, Mr D Riddle and Mrs J Tibbenham

It was reported that Mrs A Conibere had expressed an interest in joining the Committee.

It was proposed and seconded that the five co-optees above and Mrs A Conibere be elected en bloc. This was passed unanimously.

7.0 **CREATION OF FUNDRAISING OFFICER ROLE**

The Treasurer had put notes together indicating the likely tasks, although he thought these would be refined once the Officer was in post. The Chairman had approached two people but unfortunately, having thought about it, neither felt they had the necessary time to devote to it.

The Treasurer was concerned that we might be faced with advertising to find someone.

8.0 **ELECTION OF OFFICERS**

The Chairman pointed out, with no candidates for Secretary or Fundraising Officer, only three Officers could be appointed this evening.

Chairman: Mr Belbin said he was prepared to stand again if required. He was proposed and seconded. There were no other nominations and Mr Belbin was returned unopposed. Mr Belbin thanked the members, but said that next year he would not be standing again as Chairman – effectively, he was giving a year’s notice.

Vice-Chairman: Mr G Poole was prepared to continue in office. He was proposed and seconded and returned unopposed.

Treasurer: Mr P Orford was willing to continue in office and was proposed and seconded and returned unopposed.

Identification and appointment of suitable candidates for Secretary and Fundraising Officer was remitted to the Officers. It was agreed that when a decision had been reached in filling the vacant roles, all the Committee members would be advised by email.

The incoming Officers will be:
Chairman Mr J Belbin
Vice-Chairman Mr G Poole
Treasurer Mr P Orford

9.0 **REVIEW OF HIRE CHARGES**

The Treasurer did not propose an increase in the current rates.

10.0 **ANY OTHER BUSINESS**

There was none.

11.0 **DATE OF NEXT AGM**

Tuesday, 21 February, 2017 at 7.30pm in the Hall.

The Meeting closed at 8.10pm.

Treasurer's report for Oldbury on Severn Memorial Hall Trustees and Management Meeting held Tuesday 16th February 2016

Income & Expenditure for 2015 at a glance

<u>Income</u>	2015	2014	%age
Hall Hire (operating income)	4335	4173	+4%
Fundraising Activities	1058	1615	-35%
Grants/Donations	2526	14220	
Interest on Investments	0	136	
Sundry	58	188	
Total Income	7977	20332	
<u>Expenditure</u>			
Operating Expenditure	3066	2313	+33%
Extraordinary Expenditure	1028	538	+91%
Building Costs	0	64817	
Total Expenditure	4094	67668	
Surplus/Deficit	3883	-47335	

I am pleased to report that during this last financial year we are recording a surplus of £3883 with our total income for the year at £7977 against total expenses of £4094.

Hall hire income, once again, has increased by £162.00 during 2015 from £4173 to £4335, though a modest increase of 4%, this has been achieved without an increase in hall hire rates since 2012. This is in line with a steady increase in hall hire income since 2011 and is the highest hall hire income figure I have known since I became Treasurer in 2009.

I have no plans to increase this rate particularly since we have seen a reduction in oil prices during the last six months.

Demand for the use of the Hall is strong but it will be interesting to see how hall hire income will be impacted once the chapel closes.

Fundraising activities during the last year were a little disappointing, down from £1615 to £1058. Despite a very successful Irish theme night in October, there were poor attendances for the bingo evening held in April and the coffee morning in May despite being widely advertised.

Grants and donations to the Hall totalled £2525 and I would like to express my thanks to the Parish Council for their grant of £1300 which allowed us to install the induction loop system, Allan Knapp for his annual donation from whist drives of £150.00, a donation of just over £300 from the estate of Mr. Hopkins, on going support from the Fun Run committee of £750.00 and small donations totalling £25.00 from two individuals.

I now turn to expenditure.

Operating Expenditure was up by 33% from £2313 to £3066 . This is largely due to the number of maintenance repairs that were carried out at the Hall during the year, the cost of which rose from £58.00 during 2014 to £585 during 2015. Some of these items are “one off’s” however. This is well covered by our Hall Hire income.

Extraordinary expenditure is up from £538 to £1028 largely due to the purchase of the induction loop.

I now wish to turn to the outstanding loan. At the end of the last financial year, I forecasted that, with a monthly repayment schedule of £125.00, the loan would clear over an 8 year period, though I did say that ad hoc payments may well be made. I am pleased to report that not only were the £125.00 monthly repayments made, but, we made additional capital repayments of £1614, a total of £3114. This total repayment represents 26% of the original advance and on this basis, maintaining a similar income over the coming years, we should see clearance within four years and this still leaves us with some capital to continue making small enhancements to the building.

Finally, I would like to express my thanks to the following:

The 17 organisations and individuals who hired the Hall during 2015. Your support is vital to maintaining this Parish facility and I look forward to you maintaining this support during 2016 and beyond.

All the people both within and outside of the Parish who have come to the Hall, paid to support our fundraising events during the year and to those people who give up their valuable time to ensure the events are successful. Your efforts are very much appreciated.