

Minutes of the Enford Village Hall AGM Held on Tuesday 13th September 2011 at 7.15 p.m.

Present: Judy D'Arcy-Irvine, Glenda Clark, David Spencer, David Harbottle, Martin Webb, Ollie Stagg, Jane Young, Lesley Brown, Lowenna Harbottle, Lynne Derry

The Chairman, Judy D'Arcy-Irvine, opened the meeting and welcomed all present.

1. **Apologies:** Adrian Orr, Hamish Scott Dalgleish, Bruce Carter, Jacqui Elkins, Richard Petitt, Steve Brown, Amanda Farrow, Gareth Holden, Fanny Middleton
2. **Approval of Minutes EVH AGM Meeting 13th September 2010.** Copies of the draft Minutes from the AGM held on 13th September 2010 had previously been distributed and copies were available. The draft Minutes had been discussed at the 29th November 2010 committee meeting with an agreement to recommend them for approval. The Minutes were approved as a true and accurate record. Proposed by Ollie Stagg and seconded by David Harbottle and unanimously agreed. The Minutes were signed by Judy D'Arcy-Irvine and David Spencer.
3. **Matters Arising.** There were no matters arising.
4. **Treasurer's Report.** The Treasurer, Glenda Clark, reported on the accounts as at end of the financial year, June 2011. The accounts had been independently audited Lt Col (Retd) Peter Barrett OBE from Larkhill. Copies of the Income and Expenditure breakdown and Bank Reconciliation were available to those present. Glenda read through the income and expenditure explaining the details. The actual worth of the account as at 30th June 2011 was £7,119.50 with a further £20,000 in the deposit account. There was a possibility of depositing a further £3,000 into the contingency fund savings account. This would give the contingency fund a total of £23,000 to help cover emergencies, i.e. repairs to the building and grounds. Glenda reported that the 2 months into the new financial year had been slow; the forecast 2011/2012 was encouraging, indicating breaking even based on expenditure in the previous year and on bookings already received or paid for. Glenda also reported on the property account with no further questions from those present. Acceptance of the annual accounts was proposed by Lowenna Harbottle and seconded by Martin Webb. Lowenna thanked Glenda for her hard work in keeping reliable accounts.
5. **Chairman's Report.** The Chairman, Judy D'Arcy-Irvine reported the second year of operation had been successful and thanked everyone for their hard work and support over the last year. Particular thanks to Glenda Clark, David Spencer, Hamish Scott Dalgleish, Ollie Stagg and all Committee Members. Support from the community, Parish Council and Fete Committee had all helped to keep EVH in a strong position. Donations from the Parish Council and Fete Committee have helped to keep hire charges at the same level for a third year. The building contract had finally been signed off with Gaigers in January 2011 on completion of substandard and outstanding work with some extended guarantees put in place. However there had recently been a further issue with the discovery that emergency light fittings had not been replaced as agreed to upgrade the lighting system to reach Specification. This had caused problems with the both the lighting and the fire alarm system with a consequent cost from having to replace the fittings to meet fire regulations. Gaigers had agreed to replace the fittings and carry out the necessary work, as well as to give a refund for labour and two fittings which had already been replaced by our electrician. Overall the estimated cost to the village hall would have been around £1,000 but this cost would now be covered in full by Gaigers.

The external electrical supply with 4 sockets, a meter and isolating switch had been fitted for use by outside events. This will ensure the supply to the main building is not compromised in the event of any problems. Two car park lights have been moved back to a safer position and two ground level lights have been added and installed in their place. An additional wall light above the ramp has been installed to improve outside entrance lighting. Thanks were given to the volunteers who helped to paint the inside of the building in May. Annual reports have been submitted to the grant providers, with details on how the hall was achieving Outcomes and meeting our stated SMART milestones as detailed in the grant applications. (SMART - Specific, Measurable, Attainable, Relevant, Timebound). Monitoring and Evaluation visits from the Football Foundation and The Wiltshire County FA are taking place on the 20th and 27th September 2011. They will inspect the premises and discuss the progress and achievement of the Hall and Football Club's Development Plan. The forecast for FY 11/12 based on FY 10/11 actuals is predicted to break even with income estimated approx £10,050 against expenditure approx £10,137. This was based on bookings to date but does not include additional bookings which may come in and which will generate additional income. Two or three quotes will be sought before renewing servicing and maintenance contracts to ensure value for money. Hall bookings are holding up well with various birthdays, weddings and anniversary celebrations. There had been 4 wedding receptions over the past year, and there are 2 wedding receptions booked for next year, all local residents. User groups are continuing successfully although one of the regular classes had now closed due to the teacher moving from the area. It would be of great benefit to hall income if Committee Members could help promote the regular hire of the hall for other user groups. No questions were raised by people present. The Secretary thanked Judy for all her hard work, time and effort she gives as Chairperson. The thanks were supported by all present.

6. **Maintenance Officer's Report.** The Maintenance Officer, David Spencer reported that generally all is running well but the drains had been blocked due to babies' nappies and wet wipes. Notices were now displayed in all the toilets asking people to be careful as paper waste affects the Klargester septic tank system. The outside window frames and doors need to be rubbed down and varnished as they are beginning to peel. It is hoped it could be done by volunteers. The maintenance of the hall will increase over time if it is to be kept in good order.
7. **Grounds Officer's Report** The Grounds Officer, Hamish Scott-Dalgleish, was not present. Judy and Ollie reported he has done a very good job of maintaining the grounds and keeping them in a good order. Thanks were given in his absence.
8. **Reports from Community Groups & User Group Representatives.**
 - a) **Parish Council** – Martin Webb reported the Enford Bridge will be closed due to repair between May and December 2012. A footbridge will be in place but no cars will be able to get across. There is also a plan to create a long distance footpath through Enford, joining Avebury and Stonehenge. It has been estimated by the Council that 20 people per hour will pass through Enford, possibly bringing revenue to the Swan. Wiltshire Council will have money available in 2012 in support of the Olympics and The Queen's Jubilee. The Parish Council will apply for funding to support events in Enford. Jane Young has pledged an interest in order to propose a Jubilee Celebration, date TBC. The Olympic torch is scheduled to run through Salisbury. If it makes its way via Enford, Martin suggested Enford should celebrate it.

- b) Parochial Church Council** – Judy D’Arcy-Irvine said a farewell party held in Figheldean Hall to mark the retirement of The Revd Colin Fox had been well attended and had given Colin and Andrea a good send off. The Revd Mark Zammit has taken over as Rector for all seven parishes, including Durrington. The Benefice is advertising for a new Vicar to assist him who, when appointed will move into the Vicarage in Netheravon. Hopefully this will be achieved early in the New Year. The fundraising concert held in the Church in February was very successful. The faculty for an electronic organ has been turned down by the Diocese and the PCC is looking into an upgraded music system or alternative options. The Christmas Fair will be held at the end of November as usual. David Harbottle mentioned that there was a meeting on Thursday for the Diocese to discuss the cost or need to appoint a new Bishop of Ramsbury.
- c) Parish Hall** – Richard Petitt was not present.
- d) Enford Newsletter** – Jacqui Elkins was not present.
- e) Youth Club** – Bruce Carter was not present. Jane Young reported it has been quiet through the summer but all was going well with children coming from all around and outside of Enford. Judy thanked Jane, Bruce and Katrina for doing a really good job with running the Youth Club which has a very good reputation.
- f) Enford Football Club** – Ollie Stagg reported there was still a problem with rabbits digging holes in the field. His friend has offered to come and catch the rabbits with a long net free of charge, but it needs to be a night when there is not a function at the hall. The booking register is online and Judy will confirm which nights are free. Ollie asked if anyone objected to this, no objections were raised. There are concerns regarding Enford Football Team as they are struggling to raise a side. Amesbury, Netheravon and Pewsey have very good teams so there is competition in recruiting players. It has been suggested that Netheravon and Enford may combine next season. The County FA are aware of the situation and have advertised EVH and facilities on their website. The meetings with The Wiltshire FA and Football Foundation are on the 20th and 27th September. Ollie asked if he should hang the Football Federation signs outside ready for the visit. Judy thought hanging them in the two Changing Rooms will be sufficient, and we will apply for two smaller replacement signs after the FF visit.
- e) Red Lion Football Club** – There was no representative for the Red Lion Football Club. Ollie reported they are using the field and are sharing the cost of football nets and work in marking out.
- f) Short Mat Bowls Club** – David Spencer reported the new season begins again on 5th October 11 as they play outdoors elsewhere during the summer months.
- g) Film Club** – Martin Webb reported that since September 2010, nine films have been shown to an average audience of 47. The maximum audience was 66 for ‘The Kings Speech’. The profit for the year, including the bar, was just over £200. Three films are booked for the autumn, 27th September is ‘West Side Story’. The Moviola organisers have said EVH is not viable if less than 60 people attend, therefore ticket prices may need to increase. In addition Moviola have asked us to raise funds of a further £500 a year for their organisation. It was felt this was not an affordable or viable option for Enford. Martin has researched the possibility of hiring films independently.

The Camera Club own a projector and, with funds recently received from the Area Board, have purchased a 12ft wide screen. A free trial film showing will be offered to film club regulars. If it is successful, plans will be made to 'go it alone'. There are companies who hire out DVD's for licensed viewing. A refundable deposit of £150 will be required. This option will be more flexible with a better variety of films, and allowing alternative evenings and family matinees. There will be less financial risk to EVH with a possible forecast profit of approx £70 per event.

h) Camera Club - Martin Webb reported the club has been running for two years with their second AGM due on 1st October. They have approximately 26 members on their records with an average attendance of between 10 and 12 people per meeting. Members come from as far afield as Porton to Upavon. They sold 68 calendars last year and hope to do the same again this year. The summer exhibition of 40 photographs taken by members was displayed at both Enford Fete and Figheldean Fete. Some of these photos are on permanent display in EVH. They enjoyed a visit to The Great Bustard release site and managed to see a Bustard in the distance. Judy has received an email from a printing company which might be suitable for the calendars. She will pass the details to Martin as their recent quote to re-print the marketing flyers had been cheaper than Staples.

i) Gardening Club - David Spencer reported the club started up again last week with a very interesting talk from Mort and Mary Burdick. 30 people were present. The next talk is on composting and sharing ideas. The club is going well but they would like new members.

j) Enford and East Chisenbury Fete Committee – there was no representative present

k) The Bustard Group - Lynne Derry reported that the club was going well. As usual, August has been quiet with the birds being in quarantine. They are due to be released soon. There are several visits booked with one coach trip. They had received permission from the Church to park the coach there. Many of the visitors use the hall facilities and often comment on how lovely the hall is which is good for PR.

9. Election of Four Committee Members. Names put forward were David Harbottle, Jane Young, Lesley Brown, and Steve Becker. There were also vacancies for two Co-opted Members. Hamish Scott-Dalgleish had agreed to continue, leaving one vacancy unfilled. All nominations were proposed by David Spencer and seconded by Martin Webb, and were duly elected.

10. Any Other Business. Martin asked if some crockery, cutlery and tea towels could be made available for user groups. Tea towels used to be provided but disappeared and it became costly to continually replace. The use of crockery and cutlery was agreed and one of the unlocked cupboards would have a supply of around 20 place settings available. The rest is stored in the locked cupboards, but is available if needed. However it was decided that, due to hygiene concerns, it would not be appropriate to have communal tea towels.

Judy reminded all Members that the Trustee Declaration and acceptance of responsibility was due to be signed again as an annual requirement.

15. Date of Next Meetings

The next AGM provisionally Tuesday 11th September 2012. **TBC**
Date of next Committee Meeting Tuesday 18th October

The Chairman closed the meeting and thanked everyone for coming.