

## ENFORD RECREATION GROUND AND VILLAGE HALL TRUST

### MINUTES OF COMBINED ANNUAL GENERAL MEETING / COMMITTEE MEETING TUESDAY 15 NOVEMBER 2022

Present: Judy D'Arcy Irvine, David Spencer, Jacqui Elkins, Hamish Scott-Dalgleish, Jane Young, Hannah Tucker, Ollie Stagg

#### **Minutes:**

The Minutes of the Annual General Meeting held on 16 November 2021 and the Minutes of the Committee Meeting held on 16 June 2022 were proposed, seconded and agreed.

#### **Treasurer's Report:**

The Treasurer presented accounts for the period 12 months ending 30 June 2022 together with a summary of the short period to date 1 July to 14 November 2022.

Income had improved for both the full financial year and the four months preceding the meeting. There was a surplus for both periods which was encouraging and was mainly due to several private parties together with three weddings held this year. Two weddings are so far booked for 2023. The Parish Council had kindly donated £1,000 from the Precept and a letter of thanks had been sent by the Chairman.

The Treasurer asked if there were any questions and the accounts for the financial year 2021-2022 were proposed, seconded and agreed. The Chairman thanked Hannah for all her work and support over the past year.

It was suggested a meeting should be set up with HSBC to see if the account could be changed to an online account. The Treasurer could then access up to date information on receipts, payments and statements. Payments can already be received via BACS but it is not yet possible for invoices and bills to be paid online or for statements to be checked. Invoices are currently paid with cheques signed and countersigned by two authorised signatories. It is understood an equivalent system can be set up for an online account but signatories have to log in to authorise or countersign any payments.

With regard to income, concern was expressed that the payment had not yet been received from the Platinum Jubilee Committee towards costs incurred by the Hall for the event in June. It had been agreed with the organisers prior to the Jubilee Celebrations that there would be no hire charges as it was to be a non profit making event, but it had also been agreed they would reimburse the Hall for any costs. The Jubilee Committee had kindly offered £200 from the £800+ profits from the event. However the organisers appeared to have now withdrawn the offer and had decided to transfer all the profits from the event into the Community Fund with responsibility being denied for any payment. The Committee asked Ollie Stagg if he could help as he was a member of the Community Fund and he undertook to approach the members concerned to try and resolve the matter.

**Chairman's Report:**

It was reported that expenditure this past year was reduced as much work had been carried out the previous year and during lockdown. Cleaning costs had risen as a contract cleaning company was now employed but the standard of work was much improved with the added benefit that absence through holidays and sickness was now the responsibility of the cleaning company. The circulated draft budget for 2022-2023 was showing a potential deficit but generally this situation improves through the year as bookings come in.

Costs of maintenance and repair of the roller shutters had increased due to unfortunate incidents of hirers not closing windows or doors before lowering the shutters. The cost of each emergency callout to repair the shutters is around £230. The electrician has been asked to look into the possibility of fitting sensors to the vulnerable openings which would alert users when doors or windows are not fully closed. Briefing notes to hirers will emphasise their responsibility to take care before lowering any shutters.

Research was being carried out into replacing the current thermostats with those which could be operated by a mobile phone. This would help reduce energy costs as, when the hall is not being used, the temperature could be adjusted without having to visit the hall. It is very time consuming to change the current thermostat settings to fit in with bookings and when the hall is in use or not.

The electrician had now replaced and installed a new hand drier on the wall in the disabled loo. He had also replaced two broken ceiling lights in the sports corridor and repaired one of the sunpipes.

A discussion at the next meeting was suggested to look into which of the sunpipes to keep in situ and which might be removed as repairs were becoming increasingly uneconomical and replacement of the sunpipes potentially expensive.

The cost of waste collections had again increased and, following the arrangement for ad hoc collections being withdrawn by Wiltshire Council/Hills after lockdown, the options available were regular weekly, fortnightly or monthly collections. The charge for emptying each bin would be around £12.50 leading to annual costs of £150, £325 or £650 + vat. As the request to hirers to remove all their rubbish was proving successful it was suggested regular rubbish collections were no longer required and Hills could be asked to remove the bins.

**Grounds Officer's Report / Maintenance Officer's Reports:**

There were no major issues but the rabbits were causing mayhem in the grounds. James Last had asked to be permitted to shoot rabbits at no cost to the village hall. He had provided valid insurance details and adequate assurances his actions would be safe. Liam Scott had sold his landscaping business and would no longer be providing gardening services but his assistant Kevin Curtis had taken on the commitment and would be carrying out the work in future. The charges had increased to £25 per hour per person. A couple of discrepancies on invoices had been resolved.

David suggested that with regard to ongoing maintenance a fresh coat of Sadolin would be needed on window sills, doors and exposed woodwork and it was suggested a professional decorator might be employed to do the work and this was agreed. The rotten bollards had been replaced and the paving slabs near the entrance to the Hall had been re-laid at a total cost of £630. Most of the other property issues regarding repairs and maintenance had already been covered. The Chairman thanked both Hamish and David for their contribution and support over the past year.

**User Reports/Clubs**

The Gardening Club and Short Mat Bowls were thriving. Unfortunately the Camera Club had closed down. Enford Newsletter had been active with several new committee members.

Film Club: This had been revived following the offer from Hugo Vickers to come and give a talk with interesting insights on the films he had worked on prior to the film being shown. Several new volunteers had come forward to help run the film club and so far all was going well.

**Election of Committee Members.**

Judy D'Arcy Irvine, Hannah Tucker, David Spencer, and Jane Young were elected unopposed to the committee

**Future Events:**

Coronation Day on 6 May 2023 was mentioned but there were no plans as yet.

**Any Other Business:**

The Treasurer mentioned that there was a surplus of £470 still on the Balance Sheet being the profit made from the World War 1 Event held in September 2015. The Committee agreed that these monies should be distributed between the British Legion and the Army Benevolent Fund.

The Remembrance Sunday Lunch earlier in the month had been a great success and, after costs and expenses, had raised over £760 for the Army Benevolent Fund. The date next year for the lunch will be Sunday 12 November 2023.

**Future Dates for Meetings:**

Judy suggested that quarterly meetings might in future be appropriate and proposed they could be held in February, May, September (AGM) and November. Additional meetings can be arranged if and when necessary.

Post meeting:

Dates suggested for 2023: 28 February, 23 May, 19 September incl AGM, and 21 November