



Goring Village Hall

Minutes of Village Hall Management Committee: Annual General Meeting Wednesday 5th February 2020 at 7.30pm

Present: Bernard Novell (BNo) (Chair), Mike Baker (MB), John Barrett (JB); Yvonne Braby (YB) Jack Calder (JC), Bill Jackson (BJ), Linda Palmer (LP), Steve Smith (SS), Sally Wicks (SW)
33 members of the public were also present.

Item		Action
1. Apologies	Phil Robson (PR), Bryan Urbick (BU), Roger Wood (RW)	
2. Minutes of last AGM 2019	The minutes were approved and passed for publication on the GVH website.	BNo
3. Matters arising from last AGM	None. All actions have been completed.	
4. Chairman's Report for year ending 31.12.19	<p>The chairman thanked the members of the public for attending.</p> <p><i>Trustees</i> There had been no changes in the Trustees during the year. The chairman briefly described the responsibilities of committee members, and thanked them for all their hard work and support.</p> <p><i>Improvements</i> The main improvements were</p> <ul style="list-style-type: none"> • Completion of the major part of the Stage Project, including: stage strengthening, safety railings, rear wall construction, new steps, new curtain supports, floor refurbishment, new main and on stage curtains, new sound system (including hearing loop and Bluetooth), new structured cable lighting system, electrical upgrades, communication links to 'Green Room', under-stage trolley upgrade, shelving storage system, redecoration, and stage extension system. • Hot water and heating system upgrade. • Sensor taps for toilets. <p>In addition asbestos had been removed and a new lectern and laptop table purchased.</p> <p><i>Trustee Activity</i></p> <ul style="list-style-type: none"> • A huge amount of work had gone into the Stage Project. • Treasurer had reviewed and improved policy in relation to the Charity Commission and more generally. • GVH bank account was moved from TSB to Lloyds, which better 	

	<p>suits the Hall's needs.</p> <ul style="list-style-type: none"> • Chairman visited Dunsden VH to view the extension and improvements. • Chairman assisted Community First with workshop for current and potential trustees of VHs in Oxfordshire. • Advice was given to Holybourne VH Trustees on toilet refurbishment. • Advice was given to Purley VH Trustees on flooring refurbishment. • Visit to RAF Club to view Sir Arthur Harris portrait - now on permanent loan to the Club - after restoration. <p><i>Bookings</i> Bookings continued to be buoyant, but were slightly down because of work on the Stage Project. The upgrade to Hallmaster 2 system was very successful. The chairman was grateful to Bill Norman, the bookings secretary, for his work, including showing new hirers round the halls. Hirers regularly complimented his service.</p> <p><i>Caretaking</i> The chairman was grateful to Paul Carter, who continued to provide a first class service and had taken on more small projects including decoration and small building works. With his wife Kristel he deep cleaned the kitchen regularly. Again hirers regularly complimented his service.</p> <p><i>Friends of GVH</i> The Friends number more than 30, and the chairman thanked them for their time helping out at events during the year, including a Murder Mystery Play, GGIB Plant Sale and Seasonal Food and Produce Fair.</p> <p><i>Plans for 2020</i> These include closure of the TSB account, a projector for the Belleme Room, improvements to the forecourt and an awning over the rear patio.</p> <p><i>Special thanks to:</i></p> <ul style="list-style-type: none"> • Richard Palmer, Graham Underwood & Mark Kibble for all the help they had given to MB and YB on the Stage Project • Colin Sylvester and Harry Denison for their quick reaction to ongoing electrical and plumbing issues as well as their work on new projects • Alan Matthews for auditing the accounts. <p>The chairman concluded by thanking all the regular users of the Hall for their support and constructive suggestions.</p>	
5. Treasurer's report for year ending 31.12.19	<p>The accounts are available as a separate document. Highlights are:</p> <p><i>Income</i></p> <ul style="list-style-type: none"> • Income increased from £56,061 in 2018 to £76,591 in 2019. • Bookings decreased from £47,314 in 2018 to £40,221 in 2019. • £18,199 was received in grants for the Stage Project; Lottery 	

	<p>(£10,000), Arts Society (£500), SODC (£7,699).</p> <ul style="list-style-type: none"> • £16,415 was received in donations for the Stage Project from Summit Studios, GGN, Gatehampton Trust, History Society, GGP, WI and U3A. • Fundraising raised £2,893. <p><i>Expenditure</i></p> <ul style="list-style-type: none"> • Operational expenses increased from £32,798 in 2018 to £42,662 in 2019 and capital from £3,412 to £39,567. • The increase in operational expenses predominantly related to the Stage Project as all other costs remained roughly similar. • The Capital Expenditure increase predominantly related to the Stage Project. • During the year £53,000 was spent on the Stage Project. The total cost is likely to be in the region of £58,000. This project has been fully funded from grants and donations and reserves set aside at the beginning of 2018. <p><i>Bank Balances and Budget</i></p> <ul style="list-style-type: none"> • At the end of 2019 the bank balance was £29,720 (a decrease from £42,358) • A small surplus of £3,290 has been budgeted for 2020. 	
6. Election of Management Committee officers and members for the coming year	<p>All committee members would continue to serve in the coming year apart from PR. The committee hoped to appoint a new Trustee with responsibility for administrative matters including minute taking, but in the meantime Jack Calder, who had previously served as a Trustee from 1999 to 2009, had offered to take minutes and was welcomed as a co-opted member to the committee.</p> <p>BNo was stepping down as chairman after 5 years. MB was appointed new chairman, having been nominated by BNo, seconded by SW. The appointment was approved by all present.</p>	
7. Any other business	<p>MB thanked BNo for his outstanding leadership over the last 5 years and for all he had achieved in his time on the committee. As a token of appreciation the committee presented gifts to BNo and his wife.</p> <p>A member of the public said the improved stage had been used successfully on several occasions and congratulated the committee on the work. He asked MB what his vision was for the next 5 years. MB said the committee had not yet formed any plans for new capital projects other than those mentioned, but there was a lot of work to be done to develop an effective maintenance schedule and framework, to explore how to reduce GVH's environmental footprint, and to improve fire and other risk assessment.</p> <p>The next committee meeting will be on 11 March.</p>	
8. Presentation on 10 years of improvements	<p>After the conclusion of the AGM BNo gave a presentation, summarised in a separate document, on the improvements to GVH over the last 10 years, and members of the public were offered the chance to inspect the halls and storage areas.</p>	