

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE SAMPFORD COURTENAY
VILLAGE HALL MANAGEMENT COMMITTEE HELD AT THE VILLAGE HALL ON
WEDNESDAY 7 DECEMBER 2016**

PRESENT: Chairman Anthony Morris, Sandra Harper, Ralph Squire, Ann Palmer, Deborah Taylor Morris, Marilyn Weeks, Tony Harper, Claire Weeks, John Askew

APOLOGIES: John Palmer, Rosemary Lowe

MINUTES OF THE PREVIOUS AGM (4TH NOVEMBER 2015) - were agreed and signed by AM.

MATTERS ARISING: No matters arising.

CHAIRMAN'S REPORT: AM delivered his report.

This year has seen a period of consolidation following the construction of the extension, with finishing touches to the kitchen and internal doors, completion of the external cladding, guttering and downpipes. These improvements have resulted in providing an invaluable, flexible space which has been well utilised for numerous events and lettings, particularly the kitchen where suppers were provided for 2 events organised by the Hall Committee.

Thanks was given to David McClement and all the volunteers who gave so much of their time to redecorate the existing hall, and also to David for decorating the doors and woodwork in the extension.

Partly due to the improved facilities, the income stream from lettings has remained healthy, with a large cross section of hirers from both the parish and surrounding area. In addition, tables, chairs and skittle boards were let for various events held elsewhere. The car park was, as always, made available for Church events and anyone wishing to walk sections of the Parish trail. It was particularly pleasing to be able to host the Devon RFU wheelchair rugby organisation's assessment day, on this occasion free of charge.

Events held by the Village Hall Committee included 2 Quiz and Pudding evenings; musical events from Rob Brown, Pete Canter (Villages in Action event), Mariner's Away and All Bar One; Dog Show and Car Boot Sale (with particular thanks to Marilyn and her family); and an outdoor production of Blithe Spirit by the Hatherleigh Players.

Unfortunately, funding from WDBC has been severely reduced for Villages in Action events, making it less viable to book them, however we will continue to review this season by season.

Thanks was given to Culverhayes for hosting the very successful Village Fete and to the Parish Council for a donation towards the funding of this event. Also, thanks to all who contributed so much of their time and effort. The village hall benefited from 50% of the profits.

Registration with the "Hallmark" scheme is progressing, the sub committee will report back in the New Year, and it is expected to at least achieve Level 2 during the coming year.

There have been 3 resignations from the Committee during the past year, from Gillian Townsend Green, Catherine Morrissey and Margaret Smith. Thanks was given to all for their contributions, particularly Gillian for her hard work and commitment over the past 17 years. We will still look forward to Catherine helping out at future events.

The contract for roof water, drainage and soak-away will be put in place by the January 2017 meeting. This work is fully funded.

The next project is to tarmac the entrance area to provide disabled parking and comply with planning conditions. Fund raising is ongoing for this.

A scheme for heating the remainder of the Committee Room has been submitted to the Parish Council for TAP funding consideration.

Further repairs are required to the roof and an assessment will be carried out.

The Chairman would like to thank all members of the Committee for their efforts over the past 12 months, and also other members of the community, including the Parish Council who have supported our work. We expect to hold an official opening of the refurbished hall during the summer of 2017.

TREASURER'S REPORT: JA delivered his report. The accounts have not yet been audited.

This has been a satisfactory year with the bank balance remaining healthy throughout. We began with

reserves of £5607.16. Despite fewer donations being received, income from regular special events (concerts and quizzes, bingo and whist, dog show and car boot) and letting of the hall has assisted in seeing an end of year account balance of over £3500. The Grand Fete, jointly organised by the PCC and supported by a grant of £500.00 from the Parish Council, produced our largest receipt for a single event.

Particularly pleasing was the substantial income received from letting the hall and the number of these hirings continue to grow.

Electricity costs have risen slightly and are paid by monthly direct debit, as are water charges.. Income is received from meters for heating the hall and committee room and is incorporated into hiring charges for the kitchen.

Monthly loan repayments have commenced to Mr Squire and will be repaid over a 5 year period.

JA suggested that with over £3500 in the bank at year end and with the refurbishment largely completed, that the Trustees may decide to resume placing funds in reserve in the fixed term deposit facility with Lloyds Bank.

ELECTION OF NEW COMMITTEE:

Representative Trustees

Nominations – Terry Bullworthy - SCPCC

John Palmer - SCPC

Marilyn Weeks – Honeychurch PCC

Claire Weeks – Young Farmers

Rose Lowe – Flower Club

WI – not yet filled

Elected Trustees

Nominations - Anthony Morris

Deborah Taylor Morris

Sandra Harper

Tony Harper

John Askew

The above were agreed, proposed by MW and seconded by CW.

MATTERS BROUGHT FORWARD BY THE CHAIRMAN:

AMENDMENT TO THE TRUST DEED -

This was adopted, with the addition that donations from other bodies should be named as such.

DATE OF NEXT AGM – 6 December 2017