

Harringworth Village Hall Trustees
Annual General Meeting
Tuesday 26th March 2019 at 7.30pm

Present: Philippa Gasson, (Acting Chairman), Nicola Wright (Treasurer), Simon McLean, Matthew & Mary Bremner, Helmut Salander, Harold and Janna Maxfield.	Apologies: Ges Dolman, Jennie Tillyer, Stuart Gutteridge, Craig Slater, Maggie Frankland.
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1. Approval of Minutes of previous meeting – approved

2. Matters arising - None

3. Treasurer's report

- Summary of Income & Expenditure was provided by the Treasurer. Finances looking good and not much different to last year.
- Community Account : £5459 including £2,000 from Jill Pringle
- Business Money Manager Account £9895 including £5,500 for Roof Fund
- Expectations that Utility costs will be similar this year – largest items of expenditure have been related to maintenance.

4. Chairman's report

Welcome and thank you for making the effort to come here this evening.

First of all, thank you to my fellow trustees for their help and support over the last year. It is only when looking back through the minutes to prepare this report you can see what has been achieved. A very special thank you goes to Maggie Frankland, our Booking Secretary who has the onerous task of managing Bookings and providing regular reports to the Trustees; without her sterling work and attention to detail, we would not be where we are today. Thank you Maggie!

Due to unforeseen circumstances Ges Dolman stood down as Chairman in the New Year and I was asked to take on the role of Acting Chairman following an Extraordinary Meeting on 15 January. I would like to personally thank Ges for his achievements as Chairman of the Village Hall Trustees since he took office in April 2016, almost three years ago. He started his tenure with the aim of increasing Village Hall bookings to a level that would largely cover costs, so that we only Appeal for money for refurbishment projects. This he has achieved with bookings the best they have been for many years and as you have just heard from our Treasurer's report the books are just about balanced. Over his tenure we have seen many improvements and I am sure you will agree the Village Hall is looking better than ever. Well done, Ges and thank you

This year we have completed a number of projects to maintain the standard and safety of the Village Hall.

Electricity and Safety: The Annual Safety Testing of Fire Equipment was recently completed and Pat Butler has been commissioned to PAT test the portable equipment and repair and update some of the lighting both in the Hall and Outside. This work should be completed in the next couple of weeks.

Outside Area: As well as keeping the outside area tidy and free of weeds, at our request, Bulwick Estate have made a start of cutting back the hedge area, against the field and this should be improved further shortly.

Decorating: We started the year with the Hall being decorated, including washable contrast paint below the dado rail giving the hall a much fresher look. In August the Toilets were also decorated and tiles replaced - a much needed improvement to this area.

Roof: Interim work was carried out on the roof, following inspections by three roofing contractors who agree it should now be fine for a few more years, before major work is required.

Floor Refurbishment: The hall floor as well as looking rather shabby and scratched is showing signs of wear with splinters in a couple of areas. After several quotes and an Appeals bid last week the Floor is going to be refurbished at the start of April by Young's a local company who recently refurbished the Hall in Seaton.

Storage: The storage area was improved by the removal of the old kitchen cabinets that were just taking up space and after rationalising what we store the area is much easier to use.

Round Tables: For many years we have debated the buying of round tables as they offer an improved dining experience. We have now bought four 5ft tables which seat 8 – 10 people along with a set of round damask style tablecloths. They were used for the first time with great success and compliments at the New Year's Eve Party.

Kitchen: The Trustees have been discussing ways of improving the kitchen and now have a refurbishment plan for the next year and a starter fund was approved at the Appeals AGM last week. Research is being carried out to see if a commercial sized cooker can be installed to replace the current one which would allow large catering dishes to be used.

Cleaning: Our regular cleaner maintains a relatively good standard of general cleaning thanks to supervision by Nicola Wright. The hours we pay her does not cover for a deeper clean and so on occasion we have to step in to maintain standard such as last week when Nicola and I washed off the marks on the walls in the Hall.

Last year we reported on the generous donation by Jill Pringle which allowed us to purchase the Hall Sign, Planting Trough and Projector. There was enough money remaining for a Speaker system with blue tooth facility to be installed in the Hall this year; a great success with those who hire the hall (such as Pilates and Zumba) and for our own use, as you will have seen last week at the Appeals AGM. The small amount of money remaining was used to enhance the projector with the purchase of electrical connectors, a pointer and microphones. We have a lot to thank Jill Pringle for...

I believe that four of the Trustees are willing to stand again but sadly tonight we have to say goodbye to two of our Trustees. Jennie Tillyer has been Secretary for a number of years providing us with exemplary minutes and keeping us on track. Also moving on is Stuart Gutteridge who has been an excellent Trustee, offering support in particular with a variety of maintenance issues and the helping to set up the Table Tennis Group which has been a huge bonus for the Village Hall and Harringworth. Thank you to you both you will be missed. That concludes my report. Are there any questions?

5. Appointment of Trustees and Officer

Philippa Gasson advised of the following changes:

Ges Dolman would be standing down as Chairman but would remain a Trustee

Jennie Tillier was resigning as a Trustee and Secretary

Craig Slater was remaining a Trustee

Nicola Wright was remaining as a Trustee and is happy to remain as Treasurer

Maggie Frankland was happy to remain as Booking Secretary

Stuart Gutteridge was resigning as a Trustee

Janna Maxfield has offered to stand as a Trustee and undertake the vacant role of Secretary (Proposed by MB and Seconded by HS)

6. **AOB** – HS thanked all of the trustees for their continued work and complimented the continued high quality of the Village hall and its excellent facilities to support village activities.

7. Meeting Closed.