

Minutes of the Annual General Meeting of the Management Committee of Frithelstock Village Hall (Trustees of Charity number 300838) held at Frithelstock Village Hall at 7.30pm on Tuesday 15th April 2014 as part of the Combined Village Meeting.

Present : Adrian Green (Chairperson), Melanie Goldman (Vice Chairperson) Mackie Poole, Roger Hunkin, Michael Stokes, Derek Raymont, Eileen Brown, Arthur Poole, Gale Riddell.

In attendance : Lizzy Hunkin (Secretary) Sylvia Debnam (Treasurer) Colette Henerty (Auditor) Maureen Poole (Deputy Bookings Secretary) and members of the public as set out in the Minutes of the Combined Meeting.

1. Apologies : Jean Short

2. Minutes. The Chairman stated that the Agenda was posted on the Village Web-site, as were the draft Minutes of the previous AGM. There are copies of the Agenda available on the side table together with copies of the Financial Statements for the year just ended. As the Minutes of the previous AGM had been covered by the reading of the Minutes of the combined meeting the Chairman proposed that they be taken as read. No objections.

3. Matters Arising. There were no matters arising.

4. Report of the Management Committee

Attached to these Minutes.

5. Report of the Entertainments Committee.

Attached to these Minutes.

6. Financial Statements and Treasurers Comments

The Treasurer stated that the current bank balance was £10313.56 which included £ 1,000 held on behalf of the Defibrillator Fund, which was to be passed over to the Parish Council. In the year, two small deposit accounts, with about £ 50 in, were closed and the funds put in the main account. There were no major bills outstanding. EDF had not read the meter for some time and the electricity account was about £ 500 in credit based on our readings.

The Chairperson noted that as we use Receipts and Payments accounting the credit on the electricity account is not reflected in the financial statements. Nor is the fact that the bar stock and cash float together amount to nearly £900, which is one of the reasons he had said that the finances are perhaps better than they might appear.

7. Resolutions to effect changes to the Constitutional Document.

The Chairperson explained that the Village Hall charity is governed by a Constitutional

Document which is the Conveyance of the Hall, as the old school, from the Clinton Devon Estate to the Parish Council (acting as Custodian Trustee). This was back in the 1950's.

In some minor aspects this document is no longer fit for purpose. The Chairperson had been in discussion with the Charity Commission. It was not possible to change the document itself but resolutions can be passed using statutory powers to replace parts of certain clauses. A couple of very minor things require specific Charity Commission consent, which was not yet forthcoming but the other changes could be made now.

The first matter is the number of Members on the Committee as mentioned before. The Document says 'Five' elected Members and 'Five' Representative Members. The Management Committee want the freedom to determine the appropriate number themselves.

The Chairperson proposed the Resolution that:

'In sub-clauses 3 (2) and 3 (3) the word 'Five' be deleted and after the word 'Committee' be inserted the words 'in such numbers as shall be determined by the Committee from time to time'

Mel Goldman seconded the resolution. There was no dissent and the resolution was adopted.

The Chairperson proposed the Resolution that:

'In Clauses 16, 20 , 21 and 23 the reference to 'the Minister of Education' be replaced or construed as referring to 'The Charity Commission for England and Wales' to reflect the transfer of duties and functions.'

Mike Stokes seconded the resolution. There was no dissent and the resolution was adopted.

The Chairperson explained that the Second Schedule needed to properly reflect who the current user groups and appointing organisations really are.

The Chairperson proposed the Resolution that:

'In the Second Schedule the reference to 'The Trustees of the Methodist Chapel' be replaced by 'The Ex-Serviceman's Skittle Club' and reference to 'The Association of the Baptist Chapel' be replaced by 'The Frithelstock Playing Field Committee'

Mel Goldman seconded the resolution. There was no dissent and the resolution was adopted.

The Chairperson explained that having adopted those resolutions the Committee needed to adopt a resolution which put the number of Members at the level the Committee has determined as appropriate.

The Chairperson proposed the Resolution that:

‘The number of Elected Members for the purposes of Clause 3 (2) shall be Six and the number of Representative Members for the purposes of Clause 3 (3) shall be FIVE from The Frithelstock Parish Council and ONE from each of the other appointing organisations set out in Schedule 2.’

Mackie Poole seconded the resolution. There was no dissent and the resolution was adopted.

8. Election of Elected Members.

There are currently five Elected Members all of whom have indicated their willingness to remain in office. They are :

Adrian Green
Melanie Goldman
Steve Beer
Derek Raymont
Michael Stokes

A sixth position has just been created and the Chairperson proposed that Marcelle Paton Smith, Chairperson of the Entertainments Committee be added to the list of names seeking to be elected.

Mel Goldman seconded the proposal.

The Chairperson asked whether anyone else wanted to seek election. No other names were put forward.

Richard Joseph proposed that the five existing elected members and Marcelle Paton Smith be elected for the period until the next AGM. Dave Debnam seconded the proposal. The six named people were duly elected.

9. Confirmation of Representative Members

The Parish Council and the Playing Field committee have specifically appointed their Representative Members at recent meetings. The Committee had not been informed by any of the other appointing organisations that they wished to change their representatives. All Representative Members therefore are confirmed in office. They are:

For the Parish Church - Jean Short
For the WI - Sheila Weeks
For the Skittle Club - Arthur Poole
For the Parish Council - Mackie Poole, Roger Hunkin, Eileen Brown, Peter Hutchings and Gale Riddell

For the Playing Field - Terry Warrington.

The officers appointed by the Committee have all agreed to remain in office for this year.

They are:

Sylvia Debnam - Treasurer

Lizzy Hunkin - Secretary

Colette Henerty - Auditor

Jean Short - Bookings Secretary

Maureen Poole - Deputy Bookings Secretary

11. Election of Chairperson and Vice Chairperson

The Chairperson explained that so that there was no hiatus between meetings it would be appropriate to elect the Chairperson and Vice Chairperson now.

Roger Hunkin proposed that Adrian Green continue as Chairperson. Eileen Brown seconded the proposal.

Mike Stokes proposed that Melanie Goldman continue as Vice Chairperson. Roger Hunkin seconded the proposal.

There being no other nominations put forward the proposals were adopted.

12. Election of Chairperson for Entertainments Committee.

The Chairperson explained that although it was an informal Committee the Entertainments Committee still required a Chairperson and he proposed that Marcelle Paton-Smith continue in office as Chairperson of the Entertainments Committee.

Maureen Poole seconded the proposal. There being no other nominations put forward the proposal was adopted.

13. Adoption of Financial Statements.

The annual financial statements had been made available. The Chairperson had reported on the figures and the state of the Hall finances and the Treasurer had reported on the current cash balances. There were no further questions.

Melanie Goldman proposed and Mark Goldman seconded the adoption of the Financial Statements for the year ended 31 March 2014.

14. Any Other Business.

Mark Goldman reported that the large marquee was coming to the end of its life, partly as a result of the battering it had taken due to the high winds at the last two summer Music Festivals. Each time it was used now it needed repairs to the frame and the canvas. It was

possibly time to consider purchasing a new marquee.

The Chairperson asked whether it would still be serviceable for the Music Festival in June in which case he would investigate the cost of a new one and report back to the Committee at a later date. It was confirmed that it would be acceptable for one last outing.

There being no other business the Village Hall AGM concluded.