

Brandeston Village Hall and Recreation Ground Annual General Meeting Minutes – 29/11/2007

Venue: Brandeston Village Hall, 20.00

Present:

| | |
|--------------------|-----------|
| Sue Thurlow | Chairman |
| Nick Holland-Brown | Secretary |

together with 18 villagers on the attached list

1. Welcome

The Chairman welcomed all present to the AGM and noted the strong attendance which was very pleasing.

2. Apologies:

Richard Mitson-Woods, Sue Etheridge, Jackie Hounsell

3. Minutes of previous AGM held on 23rd November 2006.

Approved and signed.

4. Matters Arising

The Chairman reviewed the situation regarding exhibition boards, the Play Space Levy, the Sports Foundation Grant and Eastern Angles.

5. Chairman's Report

Sue Thurlow presented her report, summarised as follows

- She thanked Mark Hounsell his work with the Hall construction and dealing with the snagging, which is now complete and the final payment has been made.
- The Lottery Grant file had been closed.
- The committee had met 4 times during the year and the running of the Hall has been going smoothly
- During the year Jacky O'Brien had taken over from Anne Hayward.
- Their were no financial worries due to a high level of bookings and making a trading surplus.
- Fund raising will continue to enable essential maintenance to the car park.
- Volunteers are needed for opening and closing the hall.
- She thanked all who help running the hall in any way.
- We have a new cleaner and arrangements for grass cutting.
- She thanked Anne Hayward for her gardening work.
- The road entrance had been improved with the help of the Parish Council and the Highways department.

- During the year a new light had been fitted at the entrance, new terrace furniture, a new work station in the kitchen and a new baby changing unit had been installed. Further acquisitions of a replacement fridge and new china were in prospect.
- Over the last 12 months, the following functions had been taking place in the hall:

Weekly coffee mornings with the mobile Post Office service.

The monthly 100+ Club draw providing valuable funds for the hall. Thanks to Mark Hounsell for running the Club.

Ball room dancing and tap dancing.

Table tennis.

Mother & Toddled Group.

Yoga & Pilates classes.

Village Luncheon Club, thanks to Eve Crane and Mary Mitson-Woods.

Monthly Whist drive.

Film Club.

Parties for children, weddings, christenings, funerals, retirements, anniversaries etc.

Brownies sleep over.

RDA musical evening.

Christmas fair, Village Fete, Harvest Horkey, children's events, Wine tasting, Church events.

Other villages have held functions in the hall.

- The "Brandeston" newsletter had been awarded Best Small Village Newsletter. Congratulations to Peter Thurlow
- The Brandeston website has been running and is a great benefit thanks to Darryl Morgan.
- Finally Sue thanked the committee for their support.

6. Treasurer's Report

Copies of the Treasurer's report and accounts were circulated and Steve Williams answered various questions. Accounts appended to these minutes.

Rick Reade asked whether the 2005 accounts had been sent to the Charities Commission. Steve replied that they were sent every year.

Nick Hayward explained that the legal charge over the hall has to be re-signed due to a technical point raised by the Land Registry.

Mark Hounsell suggested publicising the benefit to the hall of using paper bank. Alan was thanked for the Queen's Head permitting it's siting in their car park.

7. Election of Officers

Nick Holland-Brown read the following

- The following people have served on the committee since the last AGM:

Sue Thurlow – Chairman
Eve Crane – Vice chairman & Hall Manager
Steve Williams – Treasurer
Fred Mugleston – Maintenance manager
Peter Thurlow – Communications
Mary Mitson-Woods – Marketing manager
Marion Hutson – User groups representative
Sam Tassera – Events Coordinator
Anne Hayward – Hall Bookings Manager (resigned during the year)
Jacky O'Brien – Hall Bookings Manager (Co-opted 07.03.2007)
Kathy Churchill – PC Representative
Nick Holland-Brown – Secretary

- In accordance with the Trust Deed, all committee members retire from office at this meeting.
- The following do not wish to be re-elected:

Steve Williams – Treasurer
Sam Tassera – Events Coordinator
- Sue Thurlow has offered to stand as Secretary
- Nick Holland-Brown has offered to stand as Treasurer
- Darryl Morgan has offered to stand as Chairman
- We do not have a volunteer to stand as Events Coordinator
- The Parish Council will nominate their representative after their next meeting.
- Before we take a vote on the committee, is there anyone present who would like to stand for the committee in any capacity?
- The remaining retiring members are willing to stand for re-election and there have been no other proposals for election. I would therefore like to propose the retiring committee members are re-elected.

All those present voted in favour of electing the new committee as follows

Darryl Morgan – Chairman
Eve Crane – Hall manager
Nick Holland-Brown – Treasurer
Fred Mugleston – Maintenance manager
Peter Thurlow – Communications
Mary Mitson-Woods – Marketing manager
Jacky O'Brien – Hall Bookings Manager
Marion Hutson – User groups representative
Sue Thurlow – Secretary

David Risk confirmed that Kathy Churchill would continue as PC Representative until further notice.

8. Item 7 - Any Other Business

Annie Law suggested that following the results of the Parish Plan questionnaire, consideration should be given to using the Playspace Levy to make the play area safer for toddlers.

David Risk warned the committee that it would be improper to use the Trust's fund to support another Charity and that only funds raised specifically for another Charity could be used for that purpose.

Nick Hayward wished to record a vote of thanks to those retiring from the committee, to Sue Thurlow for her service as Chairman and particularly to Steve Williams for his many years service.

BRANDESTON VILLAGE HALL - MEETING MINUTES

Darryl Morgan urged those present to provide material for the website.

There being no further business meeting closed at 20.56 and was followed by a wine and cheese buffet.

NH-B, 07/12/2007

