

CODICOTE PEACE MEMORIAL HALL

MINUTES OF ANNUAL GENERAL MEETING WEDNESDAY, 21st April 2004

Present *Phil Price* - *Chairman*
 Richard Greenland - *Treasurer*
 Moira McKeown - *Secretary*
 Lavinia Kimber - *Monday Badminton Club*
 Mike Creasey - *Local History Society*
 Moira Dye - *W I*
 Dave Hancock - *Badminton Club*
 John Warwick - *Parish Council*

Apologies: *Hannah Greenham* - *Playgroup*

Phil welcomed everyone to the meeting and invited Richard to give the financial statement for 2003.

Finance

Richard advised that he had forwarded the account figures to the Charity Commission. As the total revenue was over £10,000 and there was a short-fall for 2003, compared to the two previous year, the Commission had requested further information which they have accepted.

The total income for 2003 was the same as the previous year; this includes two fund raising events held by the Committee (a Quiz Night and dance) and the proceeds from the Two Tone Productions show. A rebate of £2,000 was also received from British Gas.

The expenditure during 2003 has been controlled so as not to create an overspend, eg maintenance work has been limited. Cleaning costs, water rates and utility costs have remained constant although the insurance premium has increased by almost one hundred percent. The second repayment to the Parish Council in respect of the loan for the refurbishment of the Committee Room and Kitchen was also made from PMH funds.

Richard advised that for 2004 he has budgeted to generate £12,000 income, which includes two/three fund raising events. There is maintenance work that needs attending to urgently, eg electrical work to bring the Hall up to NHDC's licensing standards, new fire doors and work to the guttering/down pipes.

The Parish Council have waived the PMH's third and final repayment of their loan (£1,800), which was due for payment this year.

Also, the Trustees will need to discuss with Two Tone Productions future hire charges should they wish to hire the Hall in 2005.

Richard also advised that the Committee should take out insurance cover for the Trustees, in respect of personal claims against them, relating to the new regulations and conditions of the Public Entertainments License.

Chairman's Report

Phil thanked the Parish Council for absolving the PMH of their final repayment in respect of the loan and hope they will continue to support the Committee in the future.

The Committee will need to look for further funding from as many sources as possible to meet maintenance and running costs for 2004/05. They will also need to maximise income and make fund raising events as successful as possible.

As previously stated by Richard, the Committee's priority is to fund maintenance work such as ensuring the emergency lighting conforms to British Standards, obtaining the necessary electrical certificate to enable the Public Entertainments License to be issued and replacing all the outside fire doors.

Bookings

Moira M advised that throughout 2003, the number of Saturday night bookings were more or less the same as the previous year, although the number of children's parties had reduced. However, there had been an increase in the Hall being used for the whole day on a Saturday by a variety of groups, eg Tai Chi, sewing groups.

The Keep-Fit class had cancelled their weekly booking due to increase in charges and lack of numbers.

A yoga group had started on a Monday but had not continued through lack of numbers.

Lynne Carter has closed the Wisteria Patchwork shop in the village but, at present, is continuing with the six work shops she holds each month in the Hall.

Cleaning and Maintenance

Lavinia continues to carry out the cleaning of the Hall to a high standard. On behalf of the Committee, Phil thanked her for the time and effort she spends on keeping the Hall clean and presentable.

Playgroup

John Warwick advised that a neighbour had advised him that a tile had fallen of Playgroup's hut roof and asked who was responsible for the repair/maintenance work. Richard advised that the conditions of the Playgroup/PMH contract were that the PMH were only responsible for insuring the hut and, therefore, the neighbour should contact the Playgroup Committee direct.

Trustees

The Hall is a registered Charity and, as such, is run by a Committee that is led by three elected Trustees (Chairman, Treasurer and Secretary).

Following the resignation of Ian Lawrence at the last AGM, Phil Price had been elected Chairman in October 2003; Richard had continued as Treasurer and Moira M as Secretary.

Trustees (Cont'd)

Phil, Richard and Moira resigned their posts as Trustees but advised they were prepared to continue if the Committee wished to re-elect them. Phil asked if there were any other nominations for the posts and the voting took place as follows:

John Warwick proposed Phil Price for Chairman

Moira Dye seconded this proposal

The proposal was carried

Mike Creasey proposed Richard Greenland for Treasurer

John Warwick seconded this proposal

The proposal was carried

Dave Hancock proposed Moira McKeown for Secretary

Lavinia Kimber seconded this proposal

The proposal was carried

Closure of Meeting

Phil thanked everyone for attending the meeting and hoped that the Committee would continue to have a good relationship with the Hall's users and be able to provide them with facilities that they will enjoy using.

Circulation:

<i>Roy Allen</i>	<i>(Parish Council)</i>
<i>Lynne Carter</i>	<i>(Wisteria Patchwork)</i>
<i>Mike Creasey</i>	<i>(Local History Society)</i>
<i>Jane Cross</i>	<i>(Toddlers)</i>
<i>Greg Drew</i>	<i>(Kendo)</i>
<i>Moira Dye</i>	<i>(W I)</i>
<i>Lyndsey Freeston</i>	<i>(Sew and Sews)</i>
<i>Hannah Greenham</i>	<i>(Playgroup)</i>
<i>Richard Greenland</i>	<i>(Treasurer)</i>
<i>Dave Hancock</i>	<i>(Badminton Club)</i>
<i>Lavinia Kimber</i>	<i>(Social Badminton)</i>
<i>Moira McKeown</i>	<i>(Secretary)</i>
<i>Phil Price</i>	<i>(Chairman)</i>
<i>Lorna Scott</i>	<i>(Health for Life)</i>
<i>Tony Shears</i>	<i>(Two Tones Productions)</i>
<i>Jan Simpson</i>	<i>(Sew and Sews)</i>
<i>John Warwick</i>	<i>(Parish Council)</i>
<i>Mr R Watson</i>	<i>(Tai Chi)</i>
<i>Alan White</i>	<i>(Friendly Club)</i>

