

# **CODICOTE PEACE MEMORIAL HALL**

## **MINUTES OF ANNUAL GENERAL MEETING WEDNESDAY, 7<sup>th</sup> March 2007**

Present     *Phil Price*                     -     *Chairman*  
                 *Richard Greenland*       -     *Treasurer*  
                 *Moira McKeown*               -     *Secretary*  
                 *Moira Dye*                             -     *W I*  
                 *Colin Barker*                       -     *Local History Society*  
                 *Cllr Tom Brindley*               -     *District Councillor*

Apologies: *Dave Hancock*       -     *Badminton Club*

*Phil welcomed everyone to the meeting and invited Richard to give the financial statement for 2006.*

### ***Finance***

*Richard went through the financial statement for 2006; he advised that there was a short-fall of £330. The insurance has increased to £2,848; due to the new licensing laws, the Committee are now having to pay for each alcohol license; and there are the on-going running and maintenance costs of the Hall. The utilities' charges have not been so high as last year due to a rebate; it is hoped that these charges will remain lower than in previous years as the new boiler should provide lower running costs.*

*The Committee had undertaken two major projects during the year; one to refurbish the disabled toilets and one to install a new boiler. The boiler has been installed and is working satisfactorily and the disabled toilets are almost complete; funds are available to decorate this area.*

*The Parish Council have continued to support the PMH by providing a grant of £1,500 towards the cost of the refurbishment of the disabled toilet; North Herts had also provided funding for this project.*

*There had been one fund raising event in October 2006, which although had been an enjoyable evening had been disappointing in terms of fund raising.*

*The Clerk to the Parish Council has requested that she receives a monthly invoice for the Council's hirings.*

*Long term, regular income will obviously continue to be needed for the running of the Hall; the building is eighty years old and maintenance will continue to be on-going and expensive.*

## **Chairman's Report**

*The Hall has continued to run effectively during the last year and, once again, the Committee have been able to carry out various maintenance projects. However, funding is a cause of concern and this needs to be addressed.*

*Phil thanked the Parish Council for their continued support in providing funding for essential work to the Hall and also the District Council. Their support has enabled the Committee to refurbish the disabled toilet and install a new boiler.*

*Following the introduction of the Premises License the Committee had originally applied for TENS on each occasion alcohol was to be sold on the premises. However, this had proved to be inadequate and the Committee had applied for a variation of the license. This had been approved but with conditions (music must cease at 11.30pm, all doors must be kept closed, windows must be closed at 10.30pm and no alcohol allowed outside the Hall). The Committee are presently appealing against having to close the windows at 10.30pm.*

*Phil thanked his fellow Trustees and Committee members for their hard work during the year, especially Richard for all the time and work he has put into organising the new disabled toilets and installation of the new boiler; it is much appreciated.*

*Phil also thanked Jan and Ian Macfarlane for their continued support of the Hall, especially for helping Committee members during working parties; Dave Hancock for monitoring the Hall's website and Moira McKeown for her continued work as Secretary and Booking Secretary*

## **Bookings**

*Moira advised that the bookings for Saturday evenings had increased from the previous year, with twenty-two during the year.*

*Bookings during the day at week-ends continue to be popular with village groups and regular hirers (Tai Chi, sewing groups, Playgroup, Local History Society); children's parties average one a month.*

*The ballet class has increased its session from three to four hours a week on a Wednesday afternoon.*

*Since the beginning of November 2006, St Giles Church have been holding a regular 'Coffee Shop' on a Friday morning, which has proved very successful.*

*The Rosemary Conley Health and Fitness class held on a Monday morning for two hours was cancelled in October due to low attendance.*

*Codicote Youth Club moved their meetings to the Hall in June 2006; the Committee could only accommodate them every other Thursday. However, despite an increase in their numbers, the group had to close in March 2007 as funding had been withdrawn. Tom advised he will discuss the closure with Gary Gower and Richard Thake of NHDC.*

### **Cleaning and Maintenance**

*Lavinia had given notice to cease her employment as cleaner/caretaker of the Hall; Phil thanked her for all her hard work and time during her employment.*

*In November 2006 Glen Robertson had taken over the job, which was working very well; Phil thanked Glen for his input.*

### **Funding**

*Cllr Brindley advised that there are some large capital grants available from NHDC, some of which may be specifically for village halls; the Committee should contact Gary Gower for further information. When applying for funding from NHDC, if the full amount is not granted the first year, it is advisable to leave it for a year and then apply for the full amount.*

*Cllr Brindley also advised that he has a personal annual fund of £700, which he is able to allocate at his discretion. This year's funding has already been approved but the Committee are welcome to apply next year.*

*Cllr Brindley offered his full support to the Committee before leaving the meeting.*

### **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).*

*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:*

*Moira Dye proposed **Phil Price** for **Chairman***

*Moira McKeown seconded this proposal*

*The proposal was carried*

*Colin Barker proposed **Richard Greenland** for **Treasurer***

*Phil Price seconded this proposal*

*The proposal was carried*

*Phil Price proposed **Moira McKeown** for **Secretary***

*Moira Dye 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:**

*Colin Barker (Local History Society)*  
*Cllr Tom Brindley (NHDC)*  
*Tanya Carpenter (Ballet)*  
*Lynne Carter (Wisteria Patchwork)*  
*Mike Creasey (Local History Society)*  
*Graham Dovey (Designated Premises Supervisor)*  
*Greg Drew (Kendo)*  
*Moira Dye (WI)*  
*Lorraine Ellis (Clerk to the Council)*  
*Joan Fox (WI)*  
*Lindsey Freeston (Sew and Sews)*  
*Richard Greenland (Treasurer)*  
*Val Gregg (Monday Badminton Club)*  
*Dave Hancock (Badminton Club)*  
*Moira McKeown (Secretary)*  
*Phil Price (Chairman)*  
*Angela Ray (Playgroup)*  
*Glen Robertson (Caretaker)*  
*Tanya Robbins (Toddler Group)*  
*Jan Simpson (Sew and Sews)*  
*John Warwick (Parish Council)*  
*Richard Watson (Tai Chi)*