

MINUTES OF THE ANNUAL GENERAL MEETING OF UPTON VILLAGE HALL – 19th July 2011

Present:

Mr. P. Pearn	Chairman	Mr. P. O'Neill	Secretary/Treasurer
Mr. N. Draper	Maintenance Mgr	Mrs. E. Case	Trustee
Mr. G. Newton	Trustee	Mrs. J. Smith	Trustee
Mrs. N. Turton	Trustee	Mrs. J. Jones	Trustee

Mrs. E. Grinter, Mrs. J. Draper, Mrs. K. Travis, Mr. N. Subramanian, Mr. C. Jones, Mr. P. Carman, Mrs. W. Carman, Mrs. J. O'Neill

1. Apologies

Mr. R. Parker, Mrs. S. Clarke, Mrs. S. Edwards, Mr. K. Roberts, Mrs. T. Simon, Mrs. D. Wellerman,

2. Minutes of the AGM held on 20th July 2010

The minutes were accepted as a true record, proposed by Mr. Newton and seconded by Mrs. Smith. They were then duly signed by the Chairman.

3. Matters arising from the minutes

Mr. Subramanian asked how many people use the Hall. It was explained that there are about 30 regular user groups and with other ad hoc events such as children's parties it is estimated that over 1,000 people use the Hall each month. The population served by the Hall is estimated to be between 7,000 and 10,000 depending on the boundaries chosen. However, a considerable number of users come from outside the area, contributing to the viability of the Hall.

4. Reports

This year's 4 page Annual Report was distributed. The report covered our User Base, Activities & Special Events, Finances, Operations, Maintenance & Enhancements, Trustees and Employees and can be viewed on the Upton Village Hall website. Mr. Pearn, Mr. O'Neill and Mr. Draper took the meeting through each section of the report, and these minutes should be read in conjunction with the Annual Report.

Mr. O'Neill said that the accounts for the year ended 30th April 2011 have been independently examined and signed off, and would shortly be sent to the Charity Commission. Mrs. Turton proposed a vote of thanks to Mr. O'Neill for his work as treasurer through the year.

Mr. Pearn presented the new User Guide and it was agreed that a copy should always be displayed prominently on the notice board.

Tribute was paid to David Hart, who resigned as a trustee last year, for his work as Health and Safety Officer. Mrs. Clarke has now taken on this role.

Mr. Draper made a plea for users to turn off the lights when leaving, and Mrs. Jones also asked that users ensure that windows are not left open.

We are still not 100% satisfied that the dishwasher leak has been cured, and so in the event of a leak, Mr. Draper has undertaken to respond to any call so that the cause can be investigated.

The reports were accepted, proposed by Mrs. Case and seconded by Mrs. Turton.

5. Election of Trustees for the year 2011-2012

Proposed by Mr. Subramanian and seconded by Mrs. Carman, the current trustees were re-elected unanimously:

Mr. R. Parker

Mr. P. Pearn

Mr. P. O'Neill

Mr. G. Newton

Mrs. E. Case

Mr. N. Draper

Mrs. N. Turton

Mrs. J. Smith

Mrs. S. Clarke

New trustee, Mrs. J. Jones, was also elected unanimously.

6. Any Other Business

Mrs. Carman asked if a new user's vacuum cleaner could be acquired as the current one is not effective. Mr. Pearn undertook to investigate the current cleaner and repair or replace it as appropriate.

There being no other business the meeting closed at 8.17pm