

Needham Village Hall Management Committee Meeting

Annual General Meeting 16th April 2012

1. The 2012 Annual General Meeting was opened at 7.40pm by Chairman George Miller who thanked all those attending.
2. **In attendance:**
Management Committee members: George Miller (Treasurer), Dennis Tavner (Vice-Chairman), Brenda Hider (Secretary), Caroline Dear, Revd Clive Hudson, Andrew Major, Pauline Spinlove,
Also present and most welcome Alan Hider, Steven Neaves & Helen Walker
3. **Apologies:** Harold Jefferson & Jean Youell
4. Minutes of AGM 12th April 2011 presented by the Secretary where taken as an accurate and true record.
5. No corrections or matters arising.
6. **Chairman's Report:** George Miller addressed the meeting stating that it had been a pleasure once again to work with the committee, and expressed his gratitude for all the work behind the scenes which has kept the hall running in such an excellent condition.
This year has seen the end of renovations to Needham Village Hall. Since 2008 the extension has been built, new floors laid in the main hall and carpet in the extension, a complete redecoration, new curtains, acoustic panels installed (main hall), and other minor works, with work outside to the drive, path and a concrete pad for the glass recycle bin. These amounted to over £150,000. We have met our target of income over expenditure and have £2,500 in reserve and approximately £1,000 in the 'running' account. All thanks to the sterling work carried out by the committee. However, looking to the future, hire of the hall is the first priority but we do need new committee members to help run this amenity in the village.
7. **Treasurer's Report:** George presented the year's accounts and all present received copies. One typing error to be corrected on '*Last Year's Receipts*' Bank Interest £250 should read Parish Council £250.
With this correction the accounts were accepted as a true record.
Proposed by Andrew Major & seconded by Rev Clive Hudson
8. **Appointments**
 - a. Hall Trustees: Possible changes TBC
George Miller, Pauline Spinlove, Dennis Tavner, Jean Youell & Cindy Asprey.
Cindy has been unwell and as a consequence, not been able to attend recent meetings for which she has been sorely missed. The Secretary will contact Cindy to see if she wishes to continue as a trustee & committee member.
 - b. Parish Council Representatives: No change
Andrew Major & Dennis Tavner
 - c. Parochial Council Representatives: No change
Revd Clive Hudson, George Miller

At this point Alan Hider addressed the Chairman & the committee on behalf of the Wine Guild. Alan thanked the committee for the opportunity to use the hall, the exceptional facilities and said that when they host other Wine Guild Groups at NVH they are very impressed.

Rev Clive Hudson then took the Chair. Clive thanked George for his hard work and commitment to the committee and the hall.

9. Management Committee Elections

- a. Chair: There were no new nominations for Chair. George stated that he would like to stand down; however he will remain as chair for one further year during which he will hand over to the Vice Chairman. The committee also agreed that George will delegate jobs to the committee members.

Chairman George Miller: Proposed: Caroline Dear; Seconded: Pauline Spinlove

- b. Vice Chairman: Dennis Tavner stepped down as vice chairman. Steve Neaves expressed an interest in being part of the committee and agreed to take on the position of Vice Chairman in an apprentice role with a view to taking over from the Chairman in 2013.

Vice Chairman Steve Neaves: Proposed: Dennis Tavner; Seconded: George Miller

- c. Treasurer: There were no new nominations for Treasurer. George reiterated his reluctance to continue both jobs but agreed to continue in the role. Helen Walker stated that she also would be prepared to join the committee and would work alongside George in an apprentice role to learn the job.

Treasurer George Miller: Proposed: Clive Hudson; Seconded: Caroline Dear

- d. Secretary: Brenda Hider had stated her desire to step down from her role as secretary after 4 years. She felt that someone from the village should undertake the role. Caroline Dear had made known her interest in standing as secretary prior to the meeting. Brenda was thanked for her support and hard work.

Secretary Caroline Dear: Proposed: Brenda Hider; Seconded: George Miller

- e. **Letting Secretary: Jean Youell.**

Jean sent a letter stating she was happy to stand again on the committee but would like to relinquish her role as Lettings Secretary in the foreseeable future. Helen Walker stated she would be happy to undertake the Lettings role; this will be discussed at a future meeting where both are present.

- f. **Caretaker: Harold Jefferson**

Harold has recently discussed with the Chairman that he is starting to find some of the caretaker roles increasingly difficult and would like to step down at some point. There was some discussion over the role of Caretaker and who could undertake this position. This will be discussed further at a future meeting.

- g. **Other Committee Members:**

Pauline Spinlove, Revd Clive Hudson, Dennis Tavner, Andrew Major, Helen Walker.

10. Any Other Business: None

The Chairman closed the 2012 AGM at 8.15pm with George thanking everyone for attending and their contribution.

Caroline Dear (Secretary)

21st April 2012