

Needham Village Hall Management Committee

Annual General Meeting

held on 18th May 2015

1. *The meeting was opened at 7.30pm by Chairman Steve Neaves who thanked all those attending and welcomed members of the public.*
2. **In attendance - The Committee:** Steve Neaves (Chairman), George Miller (Vice Chairman), Genevieve Bridgeman (Minutes Secretary), Harold Jefferson, Andrew Major, Pauline Spinlove, Denis Tavner, Celia Snaith (Correspondence Secretary/Press Officer), Delwyn Snaith.
Members of public: Jenny Crisp – Art Group.
3. **Apologies:** John Morrish (Treasurer), Jean Youell (Lettings).
4. **Minutes of the 2014 AGM:** were confirmed as a true and accurate record, proposed by George Miller and seconded by Denis Tavner.
5. **Matters arising from AGM 2014:** there were no matters arising.

6. **Chairman's Report:**

Steve Neaves addressed the Committee and public, thanking everyone for attending:

"Once again it has been a pleasure to work with everyone on the committee. On behalf of all in the community I would like to thank the committee members for their hard work throughout the year. Also once again a special thank you to our cleaner, Diane Clarke, for her hard work.

Over the past year our bookings have remained fairly constant, with our regular hirers from previous years still with us. I would like to thank all those hirers for their continued support. A special thank you to our lettings secretary, Jean, who over the years has been the perfect contact for those wishing to enquire or hire the hall, our hirers seem to have nothing but good words to say about her.

Once again we managed to organise two functions during the year; the Village Hall Barbeque and the Christmas Dinner. Both of these events were successful and well attended so thank you to all our helpers, and especially to non committee members who gave up their time and worked so hard.

There is at present an ongoing programme of external repairs to the Village Hall. Over the past few months Village Hall funds have been used to carry out essential works and we are in the process of trying to secure a grant for the remaining major works.

We are still in need of willing helpers for certain tasks needed for the upkeep of the Village Hall and any volunteers would be most welcome.

Once again, many thanks to everyone for their commitment over the past year, long may it continue."

7. **Treasurers Report:**

With apologies for the absence of the Treasurer, John Morrish, the annual accounts were presented by Delwyn Snaith who also read out the report:

" Firstly, thank you to everybody who has continued to support the Hall by hiring it on a regular basis. We do not let it very often for large occasions so the regular hirers give us a nice steady income, with Jean doing a wonderful job taking the bookings and payment from them. This year's accounts show the full income from the Christmas Dinner (£906.24) and the caterer's charge (£784.00), leaving a profit of £122.24.

We have made great savings on the gas, electric and water.

Income credits for glass recycling have dropped due to the council now allowing glass to go into our green bins.

The maintenance work carried out includes the heating system and the new fire alarm system. The grant towards this came into last year's accounts.

We have set a Building Maintenance plan for works to be carried out on the outside of the Hall. Some of this has been completed by ourselves and some by Roger Tyrell. Celia is applying for a grant on other building work.

Members of the committee carry out as many jobs as possible to save money for the Hall."

8. Appointments

a. Village Hall Trustees:

- i. George Miller*
- ii. Denis Tavner*
- iii. John Morrish*
- iv. Helen Walker, appointed to replace Pauline Spinlove who is standing down.*
Proposed by Andrew Major, seconded by George Miller.

b. Parish Council Representative:- No change

- i. Andrew Major*
- ii. Denis Tavner*

c. Parochial Council Representative:

- i. George Miller – agreed to be the sole PC representative so no replacement was made for Rev. Clive Hudson.*

Andrew Major took over as chair from Steve Neaves. He thanked Steve for everything he's done and asked for nominations for Chairman. Steve was nominated and re-elected.

Management Committee Appointments:

A. Chairman: Steve Neaves (Re-elected)

- i. Proposed: Andrew Major*
- ii. Seconded: George Miller*

B. Vice Chairman: George Miller (Re-elected)

- i. Proposed: Helen Walker*
- ii. Seconded: Steve Neaves*

c. Treasurer: John Morrish (Re-elected)

- i. *Proposed: Andrew Major*
 - ii. *Seconded: Delwyn Snaith*
- d. Minutes Secretary: Genevieve Bridgeman (Re-elected)**
 - i. *Proposed: Andrew Major*
 - ii. *Seconded: Denis Tavner*
- e. Lettings Secretary: Jean Youell (Re-elected)**
 - i. *Proposed: Celia Snaith*
 - ii. *Seconded: George Miller*
- f. Correspondence Secretary: Celia Snaith (Re-elected)**
 - i. *Proposed: Helen Walker*
 - ii. *Seconded: George Miller*

g. Other committee members (Re-elected)

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| <ul style="list-style-type: none"> iii. <i>Pauline Spinlove</i> iv. <i>Denis Tavner</i> v. <i>Helen Walker</i> vi. <i>Harold Jefferson</i> vii. <i>Andrew Major</i> viii. <i>Delwyn Snaith</i> | } | <p><i>Proposed: Steve Neaves</i></p> <p><i>Seconded: Andrew Major</i></p> |
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9. Any Other Business:

- a. *A letter of appreciation has been received from the Martial Arts group, regular hirers of the Hall.*
- b. *Jenny Crisp of the Arts group said that they were concerned that flickering lights in the Hall might be bad for users' eyes. Delwyn Snaith explained that medical problems and absence of essential personnel have delayed the process of changing the lights which requires use of the ladder and involves two people. He said that this would be done as soon as possible.*
- c. *Pauline Spinlove said that all users of the Library were pleased with it.*

10. Next Meeting: The date proposed for the next AGM is Monday, 11th April 2016.

The Chairman closed the meeting at 7.55 pm, thanking everyone for attending.

Genevieve Bridgeman (Minutes Secretary)

Steve Neaves (Chairman)

29th July 2015