

BRENT KNOLL PARISH HALL COMMITTEE
ANNUAL GENERAL MEETING
HELD ON
11TH MAY 2020 at 7:30pm via ZOOM

PRESENT: Messrs R Filmer, E Fuller, J Page, M Hares (via telephone), K Russell, S Russell, B Ward & S Few

APOLOGIES: A Castle, S Joyce & J Butters

MINUTES: Minutes of the meeting held on the 13th May 2019 had been circulated. Proposed by MH and seconded by BW that the minutes were a true and accurate record, agreed by all and will be signed by RF.

CHAIRMAN'S REPORT: RF reported that again the Committee had been busy fund raising in 2019. These comprised of monthly Bazaars and thank you to MH and Viv for organising these, 200+ Club, Book Fair, Music on the Green, Harvest Supper and Craft Fayre. Proceeds from some fund-raising events were shared with other organisations in the village, and these were Village Fête (50:50), Open Gardens (50:50), Jumble Sale (50:50), Night at the Movies (Bar proceeds for Hall), Bad Holiday Camp (bar & raffle proceeds for Hall). A donation was received from the Wassail held at Westcroft Farm. Maintenance work was carried out during 2019 and this included replacing fire doors in the Nuttall Room, redecorating the main Hall (Harris Room), the exterior of the Hall was repainted, the planters were replanted by EF & Elaine, monthly fire alarm checks were arranged with James Lynch, leaks in the toilet were repaired, the damaged roof tiles were replaced by MH and SR, the kitchen flooring was replaced, the acoustics were tested in the main Hall, cooker thermostat was serviced and repaired, the air heater was replaced in the storeroom, new gazebos were purchased, a new top was made for the table in the kitchen, new fireproofed stage curtains were purchased, MH refurbished the Alec Dite bench, the tarmac was repaired at the front of the Hall free of charge and the kitchen water boiler was repaired. The time of the monthly Committee meetings were changed to 7:45pm. During 2020 the following were purchased new notices and bins for the kitchen to be used at the monthly Bazaars, two new sets of steps for the stage, acoustic tiles and these were fitted, hearing loop and this was fitted, and at the time of the AGM the Hall floor was being sanded and sealed. RF thanked the whole Committee for their ongoing help and support, Alison Barnes retired from the Committee during 2020 and RF thanked AB for her help during her time on the Committee. RF thanked Alan Castle for producing the posters throughout 2019 and the beginning of 2020 and he also thanked Caroline who sold tickets at the Village Shop for the various fund-raising events. MH thanked RF for all his hard work.

TREASURER'S REPORT: JP went through the Accounts and said that there was a minor amendment in that under General Expenses the LED/ceiling/doors should also include glass. Also, under the heading 'Open Garden Teas' the figure shown is the full amount and half of this should go to the Guides. JP will email an amended copy of the accounts to the Committee. The figures £769 and £438 should read the same as 2018 - £478 and £290. 2019 has been another successful year and although there was, once again, a slightly lower excess of income over expenditure than last year, a large amount of this was because we spent even more than last year on necessary maintenance, repairs, and modernisation and continued to assist other village organisations. The most substantial maintenance cost was

the replacement of one of our boilers, and we must, of course, remember the other boiler may need replacing, quite soon. We have acquired some additional gazebos, procured stage curtaining, and continued with decorating the building, inside and out. After work on the ceiling, we now also have the materials to improve the acoustics within the Harris Room. One notable point is that our conversion of the lighting to LEDs last year has achieved the substantial benefits to our electricity bills that we anticipated; the annual total is down by around 30%. Our grateful thanks are due once again to John Harris and the Wassail for another donation, and this year thanks to the Somerset Community Fund which donated £1,000 towards our boiler costs. I am delighted to say that the proceeds from the hire of the hall once again covered the basic costs of running the hall. Normally I would suggest this means that our fund raising can be used on decorating and other opportunities during the current financial period, but this year we do need to bear in mind the substantial loss of income and some continuing costs occasioned by the current pandemic, which will mean we need to retain a healthy reserve to see us through, though I do believe we can manage that successfully. Although our fund raising was around £330 lower than the previous year, it was still very healthy and, as last year, reflects the fact that, as we now have no mortgage to concern us, we have been able to work with other local charities to assist their fund-raising activities. The prime examples of this being our assistance to St Michael's Church and a couple of events shared with the local guides. Our healthy financial position should stand us in good stead for this pandemic year and we can reassess our position when we return to normality. To ensure that we can recover properly, however, and return to our standard fall-back position, where we maintain a healthy reserve for potential maintenance and other unexpected events, with a suggested value equal to one year's basic costs, we will need to re-establish our major fund-raising activities for the foreseeable future and to supplement them with other events as we see fit. My grateful thanks to all our committee, who have helped us achieve another prosperous year. MH thanked JP for a good report. RF said thanks to JP and the Committee agreed.

BOOKING SECRETARY'S REPORT: JB was not at the meeting and will present her report at the June Committee meeting.

ELECTION OF COMMITTEE: RF said there are two types of Trustees on the Committee – User Groups Representatives & Elected members. RF asked if anyone no longer wanted to be on the Committee and everyone agreed to be re-elected. BW proposed and KR seconded that the elected members of the committee be re-elected en-bloc (R Filmer, J Page, E Fuller, S Joyce, M Hares, S Russell, and S Few) – proposal carried.

REPRESENTATIVES:

Bella Ward	–	Royal British Legion
Alan Castle	–	Short Mat Bowls
Karen Russell	–	Good Companions
Jenny Butters	–	Dog Club
Ged Keele	-	Parochial Church Council
Vacant	-	Parish Council
Vacant	-	Brownies & Guides
Vacant	-	Women's Institute

MH thanked SF for being Secretary.

Meeting ended at 7:55pm

Chairman..... Date.....