

**LITTLE WEIGHTON VILLAGE HALL CHARITABLE TRUST**  
**Charity Reference Number 523266**

**Minutes of the ANNUAL GENERAL MEETING**  
**held on Wednesday 14<sup>th</sup> December 2016**  
**at 7.00 pm in Little Weighton Village Hall**

Present: Mrs B Caterall (Chairman), Mrs M Harrison (Treasurer), Mrs P Campbell (Booking Secretary), Mr R Mann, Mrs J Warnes, Mrs P Davison, Mrs S Spinks.

1. Apologies for Absence

Mrs C Tomlinson, Mrs A Ringrose, Mrs A Kirby, Mr A McKenzie

2. Minutes of the Previous AGM held on 28<sup>th</sup> October 2015

These were signed by the Chairman as a correct record.

3. Matters Arising from the minutes

None

4. Chairman's Report

4.1. The Chairman reported that 2016 had been a busy year, with small businesses closing and others taking their place. We are still fundraising and have had a few events, but two were cancelled: one through illness of the actors and the other would have been a strawberry fest but a place to have it could not be found. Despite this Refurbishment funds increased. Our bid for a grant from the Big Lottery Reaching Communities has been successful. She thanked Alan McKenzie who took on the task of writing the applications.

4.2. In the meantime, the hiring of the hall has continued. There have been some changes - as one cancelled the hire, we found very soon it was hired out again. Our big success for the village is the Church asking to hire the hall on a weekly basis for a Knit & Natter group. It has been popular since day one with good numbers each week.

4.3. The one downturn is the loss of the Surgery which has been held in the hall for twenty two years. The population is growing and the Surgery has decided that they need more space in order to have 2 consulting rooms and one treatment room, together with the usual facilities. We wish them well and hope that they are successful.

4.4. Our work throughout the year has reflected our aims as set out in the Constitution.

4.5. Financially, our turnover remains roughly the same as previous years. We are hopeful that, with the hall renovated, it will be used even more.

4.6. From comments received, the villagers are happy with what is provided and confident that the refurbishment will improve the popularity of the hall even more.

4.7. All together a satisfactory year.

4.8. She thanked all the Trustees for their really hard work during the year.

5. Treasurer's Report

5.1. The accounts were received back from the accountant at ERVAS today, having been submitted to her in September. The Treasurer circulated the accounts but said that she was not happy with some of the figures produced by

ERVAS. So, MH to arrange a meeting with the accountant to resolve the figures.

**Action: MH**

5.2. The Lottery money has to be included in the audit.

5.3. The names on the cheques for the 200 Club should have been written down..

5.4. Refurbishment:

a) When the builders want paying, they contact Richard Guymer who makes a report. Then a form comes to the Treasurer, which we then send to the Lottery, who put the money in our bank account, and then it goes to RG for payment.

b) Tenders: the closing date for the receipt of tenders is Monday 19<sup>th</sup> December 2016. The Trustees agreed that they wanted to have sight of all the tenders, not just the cheapest.

c) The Planning Permission application has cost £485.

5.5. Current Balances

Current Account: £3,895.83

Petty Cash: £19.36

Fund Raising a/c: £14,092.48

6. Booking Secretary's Report

6.1. One dog training company on Tuesdays has stopped coming because of ill health. Tigertotz soccer have not replied to numerous telephone calls and have not turned up. The other dog training company on Mondays is have difficulty finding a new venue and have said they will return to Little Weighton after refurbishment.

6.2. We shall need to get new customers signed up.

a) It was suggested that PC ask AC for suggestions of names of anyone who might be prepared to teach table tennis.

**Action: PC**

b) Chiropractors to be contacted.

6.3. Bookings to be taken from 1<sup>st</sup> September. PC will amend the booking book so that there are 3 sections: Hall One, Hall Two and Multipurpose room.

7. Election of Officers

7.1. Chairman: Mrs Beryl Catterall was proposed by Mrs Davison and seconded by Mrs Spinks. There being no other candidate she was duly elected.

7.2. Treasurer: Mrs Margaret Harrison was proposed by Mrs Davison and seconded by Mr Mann. There being no other candidate she was duly elected.

7.3. Booking Secretary: Mrs Prudence Campbell was proposed by Mrs Davison and seconded by Mrs Warnes. There being no other candidate, she was duly elected. It was agreed by all that Mrs Campbell should also take over the role of Secretary, a post which has been vacant since the resignation of Mr Bertram Sorsby.

7.4. Vice Chairman: Mrs Campbell proposed that the office of Vice-Chairman be re-instated in case of illness or absence of the other officers at this critical time in the redevelopment of the building. It was agreed that Mrs Davison and Mrs Spinks would share this role.

8. Election of Trustees

8.1. The following trustees were re-elected: Mrs Audrey Ringrose, Mrs Claire Tomlinson, Mrs Alison Kirby.

8.2. The following co-opted members were confirmed as Trustees: Mrs Judith Warnes, Mr Richard Mann, Mr Alan McKenzie.

8.3. Mrs Warnes will have the role of Publicity Officer. The Door to Door

publication and Villages publication were recommended as well as the Cottingham Times.

9. Key Holders

Mrs Campbell produced a list of current key holders. Tigertotz still have a key, but as the keys will change with refurbishment it was agreed not to chase them for its return.

10. Any Other Business

10.1. We need a bigger letter box.

10.2. PC to redirect the post.

**Action: PC**

10.3. The music licence runs until 7<sup>th</sup> January. MH to ring and postpone renewal.

**Action: MH**

11. Date of Next Meeting

Wednesday December 13<sup>th</sup> 2017, 7.00 pm in the Village Hall.