

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

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE TRUSTEES**  
**Held on**  
**WEDNESDAY, 12TH DECEMBER 2018**  
**at 7.00 pm in the Hunsley Suite, Little Weighton Village Hall**

Present: Mrs B Catterall (Chairman), Mrs P Davison (Vice Chairman) Mr R Mann (Acting Treasurer), Mrs P Campbell (Secretary and Booking Secretary), Mrs S Spinks, Mrs S Jackson, Mrs A Kirby.

1. Apologies for absence

Mrs C Pickering, Mrs A Ringrose

2. Minutes of the Previous AGM held on 13<sup>th</sup> December 2017

These were signed by the Chairman as a correct record.

3. Matters arising from the minutes

None.

4. Chairman's Report

Mrs Catterall said that she has decided to step down at this meeting. The Trustees thanked her warmly for all her efforts over the years, particularly for her determination to carry through the refurbishment of the Hall. BC thanked the Trustees for all their assistance and Mr Alan McKenzie for his invaluable help in drawing up the bid to the Big Lottery. We must attract new Trustees. SJ suggested we hold a casual evening to attract volunteers.

5. Treasurer's Report and approval of the Financial Accounts

5.1. Mr R Mann has taken over the role of Treasurer since 1<sup>st</sup> October and praised the previous Treasurer Margaret Harrison for her meticulous record keeping. The accountant at ERVAS has been very helpful in drawing up the Financial Statements for the year ended 31<sup>st</sup> August 2018. The financial statements have to include the cash flow through the account of half a million pounds from the Big Lottery. To make matters clearer for the Trustees, RM had tabled a summary of cash flow. See attached. There was £25,179.47 of Lottery money remaining, some of which will be needed to pay the outstanding money to Houlton's when all the items on the snagging list are completed. The ERVAS accountant has urged us to spend the remaining balance. The Financial Statements were approved unanimously.

5.2. The current balance in the current account stands at £967.49 and the Fund-raising Account at £13,800.66. The Treasurer warned that current room hire charges may not cover the costs of utilities, cleaning, caretaking, and licences etc. The Treasurer requested permission to rename the Fund-raising Account as The Reserve Fund so that we could use this fund to supplement our Current Account if necessary. Proposed by BC, seconded by PD and passed unanimously.

6. Secretary's Report

See attached.

7. Election of Officers:

- 7.1. Chairman: Mrs Pat Davison, proposed by Mrs Campbell, seconded by Mr R Mann, elected unanimously.
- 7.2. Vice-Chairman: no nominations, so post is vacant
- 7.3. Treasurer: Mr Richard Mann was proposed by Mr S Spinks, seconded by Mrs P Campbell and elected unanimously.
- 7.4. Secretary: Mrs Prue Campbell was proposed by Mrs P Davison, seconded by Mrs A Kirby and elected unanimously.
- 7.5. Safety Officer: Mrs Claire Pickering was proposed by Mrs S Spinks and seconded by Mrs Davison and elected unanimously.
- 7.6. Trustees: Mrs Sue Jackson was proposed by Mr R Mann, seconded by Mrs S Spinks and elected unanimously. The remaining Trustees: Mrs Sylvia Spinks, Mrs Alison Kirby and Mrs Audrey Ringrose were all re-elected.
- 7.7. Mr R Mann will send details of the Trustees to the Charity Commission.

**Action: RM**

8. Key Holders: The Secretary tabled a list of which key holder had which key. As there are now a great many keys, Trustees were asked to check that this list is correct. Please see attached.

**Action: all**

9. Any Other Business

None

10. Date of Next AGM: Wednesday 11<sup>th</sup> December 2019 7.00 pm.

## LITLE WEIGHTON VILLAGE HALL, AGM December 2018

### SECRETARY'S REPORT

1. We have now been open just over a year. Previous users who have returned to the hall are
  - 1.1. David Thomas's art class on a Tuesday afternoon
  - 1.2. Coffee morning on a Thursday
  - 1.3. Yorkshire Countrywomen on the first Wednesday of the month
  - 1.4. Gardener's Club on the third Friday of the month
  - 1.5. Keep Fit on a Thursday evening
  - 1.6. Voices of Weighton on a Thursday evening
2. As a result of the closure we have lost:
  - 2.1. Dog Training
  - 2.2. Knit and Natter
  - 2.3. Christian Fellowship
3. New users are:
  - 3.1. The Parish Council on the first Thursday of the month
  - 3.2. Heatwave Majorettes on a Monday evening
  - 3.3. Community Midwives, Hull Womena and Childrens Hospital, who have booked three slots weekly.
  - 3.4. The Labour Party on the fourth Wednesday of the month.
4. We have seen a tremendous increase in parties, particularly children's parties. People are coming not just from the village but from Cottingham and Hull.
5. We have had several very successful concerts, a photography exhibition, a Christmas Fair and an art exhibition.
6. Prospects in the pipeline are quilting courses over 3 days at the weekend, and soft play.
7. However there are still many unused slots which could increase our income.
8. I would like to see more things for men and for young adults, perhaps more exercise classes.
9. We have had no enquiries about weddings so far.
10. We now have a new cleaner, Tracy Carr who is doing very well, a caretaker, Simon Turner who has been doing lots of odd jobs as well as sweeping up outside and cleaning the outside paintwork, and a gardener Steve Hoyles, who has not been coming as regularly as promised.
11. We held a planting session to plant plants kindly donated by Coletta and Tyson.

### LITTLE WEIGHTON VILLAGE HALL – KEYS December 2018

KEY	TOT	PC	B C	PD	R M	RF	AK	Mar k	Col	S J	TC	DT	ARi	SH	S T	Midw	LG	spar e
Front Door	18	1	1	1	1		1	1	1	1	1	1	1	1	1	2	1	2
Blue fob	11	2	1	1	1		1	1	1	1	1							2
Kitchen rear door	3	1			1	1												0
Master	6	1	1		1						1				1			1
Cupboard 1	6	1	1	1	1					1	1							0
Cupboard 2	2	1																1
Cupboard 3	2	1																1
Foyer exit door (Hunsley Suite)	5	1														2		2
Small folding door	3																	3
Boiler room	3																	3
Big blue electricity meter	1																	1
2 pin keys for electric sockets	6	1																5
Emergency button reset (black plastic)	2																	2
Audio visual cupboard	4	1			1									1	1			0
White plastic soap dispensers	6										1							5
Kitchen	3																	3
Store room	3																	3
Multi-use room	3																	3
Windows (2 separate)	3	1									1							1
Hatch	6																	6

## KEY-HOLDER DETAILS

Deleted for Security reasons