

## Minutes of AGM, 24<sup>th</sup> June 2009

# Tansley Village Hall



[tansleyvillage.org.uk](http://tansleyvillage.org.uk)

Present: Committee members: Jean Peters, Jill Green, Joyce Leaney, John Rigarlsford, Russell Lane, Jill Green, Kath Whysall, Jan Knightley, Chris Knightley, Ruth Cooper, Stuart Fletcher, Julie Thornhill  
Community: David Peters, Bob and Marion Ball, Diana Dakin.

### 1. Apologies

David Johnston, Stewart Leaney, Bev Oates, Jane Flanagan, John Cunnington.

### 2. Minutes of previous meeting

The minutes of the previous year's AGM were agreed as being accurate subject to adding Julie Thornhill and Bev Oates to the 'Present' list.

### 3. Chairman's Report (Ruth Cooper)

It has been a busy year that has seen many fundraising events - a year during which we had launched the Village Hall web site and, through the Friends of TVH email service, improved our communication with the residents.

We have a new lease for 64 years, which was no mean achievement. We have submitted grant applications, one of which was unsuccessful. We are still waiting to hear about our applications to the DDDC Village Hall Grant Scheme and WREN.

The success has been down to the excellent team that sit around this table and, what seems at the moment, the inexhaustible enthusiasm and support in the community. I am lucky to work with such a talented group of people who individually bring different skills to the team, which I hope we will all continue to acknowledge and respect.

We do have a potentially difficult time in the next few months if we are unsuccessful with our WREN bid. I am sure there would be members of the community who will criticise and complain, more out of frustration and disappointment than for any other reason, so it is very important that we demonstrate a united front. Cheryl Raynor from WREN told us that she couldn't see more we could do with our bid, so if we fail it won't be any individual's fault. We will have to pick ourselves up and get on with it.

I was approached by 2 individuals at the fete, both wishing to congratulate the committee on their enthusiasm and energy. I echo those words and will end by thanking all here for their hard work and support.

### 4. Treasurer's Report (Jan Knightley)

The statement of accounts (handed out to those present) is for the 12 month period to the 31<sup>st</sup> May 2009.

Comparison with the previous financial year for the revenue account shows the following:

1. A £582 surplus of income over expenditure compared with a deficit of £275;
2. A decrease of £1,700 (46%) in income from lettings owing to the loss of the weekly Salsa group and a considerable decrease in usage by drama groups;
3. Receipts from Whist up by £268 (60%);
4. A decrease of £152 (46%) in bank interest;
5. A decrease of around £60 (5%) in energy bills in spite of rising costs and a colder winter;
6. A decrease of nearly £500 (29%) in the insurance premium owing to increasing the excess from £50 to £1000.

The Revenue Account balance remains healthy at £11,300. However, expenditure of £1,650 incurred in drawing up the new lease and a contribution of at least £4,000 to the 1<sup>st</sup> stage of hall improvements will reduce this amount by a half. £4,500 of the remainder is necessary to cover utility and maintenance costs leaving about £1,000 to meet unforeseen expenditure.

The Restoration Account balance of £8,707 includes £2,000 donated by Tansley Development Association. It does not include £10,000 pledged by Tansley Parish Council.

## **5. Secretary's Report (Chris Knightley)**

### **Committee members**

We lost 3 members:

- David Hardie – Vice Chairman
- Alan Fletcher – Booking Officer
- David Johnson, as he has said that he wishes to stand down.

We gained 2 committee members:

- Russell Lane – a Parochial Church Council representative
- Chris Knightley – Secretary and Booking Officer.

We elected Jean Peters (in David's place) as Vice-Chairman.

### **Legal status**

Work continues on a new Trust Deed and on Registration as a charity with the Charity Commission. We are indebted to Chris Gale for acting as our solicitor in all these matters for no charge.

We applied to HMRC for charity status to recover tax via donations as Gift Aid. We await its decision.

We sought a ruling from HMRC on voluntary registration for VAT with the aim of avoiding VAT on the hall's restoration and modernisation construction work. Owing to HMRC's vague reply and our doubts based on the HMRC Guidance Notes we have not proceeded with this registration. We expect to avoid VAT on the work for disabled toilets and access. This leaves us a VAT bill estimated at £8,411 at the current 15% rate.

### **Fundraising**

We ran a multitude of fundraising events, raising approx £12,000 since the last AGM. Fundraising is on-going. The latest event is the Prize Draw for Carol Hill's watercolour painting of Tansley Village. The draw will take place on 18<sup>th</sup> September.

### **Grant Applications**

We made grant applications to:

- AllChurches Trust (£5,000) 14/2/2009 – (Lost)
- WREN (£50,000) 11/3/2009 – result due 2/7
- DDDC Village Hall Grant Scheme (£5,000) 20/4/2009 – result due 9/7

### **Restoration and Modernisation Programme**

We appointed an Architect, a Structural Engineer and a Construction Design and Management Coordinator (CDMC). The architect drew up plans and submitted a Planning Application for us to renovate the roof, to install skylights, to demolish, to rebuild and to enlarge the toilet block. This provides a better, relocated DDA-compliant disabled toilet, 2 extra ladies toilets and wider access from the main hall via the front door to accommodate wheelchair users and to meet fire-safety requirements. The widening allows us to extend into the space currently taken up by the side access. The current bar's street-facing window will be filled-in.

We refer to this project as Stage 1 in our Restoration and Modernisation Programme. The project is estimated to cost £73,211 inc. VAT (where applicable).

We are due to request tenders for the work shortly. The CDMC is preparing the construction safety requirements. The work will be entrusted to a Main Contractor who will be responsible for managing construction safely at the site in accordance with the CDMC's requirements.

## Publicity and communications

We established a new web site (of around 15 pages) with its own web domain name – tansleyvillagehall.org.uk . The site also provides specific publicity for the Tansley Film Club, the Garden & Countryside Club and the Tuesday Club. The site is hosted by Tansley Parish Council using its Internet Service Provider (ISP) called Freeola.

We established an email-based news publication service to 100 subscribers. The service ensures privacy of email address and is managed responsibly to avoid it becoming a nuisance to its subscribers. The intention is to widen its use to cover all events/news in Tansley Village, not just those related to the Village Hall.

## Licences

We obtained a “PRS for Music” Licence that will be renewed annually. This covers the playing of live and recorded music at the hall.

## Required safety checks

We had gas, electrical safety and fire extinguisher checks carried out.

## Repairs

A radiator in-line pipe valve was damaged and repaired.

The WC for disabled users had a defective lock. This was replaced.

## Hall usage

The hall was used by/for:

- The 7 existing groups: Ladies Group, Garden & Countryside Club, Chair-based Exercise (kitchen), Tai Chi , Tuesday Club, Bingo (upstairs) & whist(upstairs).
- 3 new groups: Tansley Film Club, 2 Pilates courses, Janet King’s U3A International Folk Dancing (trial booking).
- Phil Lucas (upstairs) for a police-related community training/learning event.
- a small number of private adults’, children’s and christening parties and a funeral tea. There were no wedding receptions.
- Village Hall fundraising events (Medieval Banquet, Quiz, Grannies’ Attic, Barn Dance)
- two plays by Chatsworth Players – “The Crucible” and “When we are married”.
- Tansley Primary School for its Christmas play, for parent meetings and by FOTS.
- DDDC Community Area Forum (9/3).
- European and local elections (4/6).

The hall ceased to be used by/for:

- Salsa classes, owing to issues with the availability of Friday nights through use by Tansley Players.
- Parish Council meetings. These moved to the pavilion.

## Questions/comments from the attendees

Diana Dakin said that she thought that the Committee is doing a great job.

She was sad that the Parish Council had moved their meetings away from the hall. Ruth suggested that she should express her view to the Parish Clerk.

While acknowledging the success of the web and email initiatives, Diana asked that we keep in mind the need to communicate with those without email and web access. Ruth mentioned that a buddying system might be an answer whereby someone with web/email access keeps several friends/neighbours without these facilities up to date with what’s happening. We also mentioned the idea of printing out highlights and putting these on notice boards. Marion Ball mentioned that as The Link was now abandoned, some funds may be available from the Staley Trust to support new communication initiatives.

## 6. Election of new members

Diana Dakin proposed that all the existing committee be re-elected. Jean Peters seconded this. Everyone present agreed.

Chris K said that the Trust Deed allows specific user groups to nominate someone as a representative member on the VH Committee. Diana Dakin said that Marion Gregory had expressed an interest in this role for the Ladies Group. Chris K will follow up on this with Marion Gregory.

Chris K will write to the secretary of the Garden and Countryside Club to invite its members to nominate a representative member of the VH Committee.

**7. AOB**

None.