

KNOWSTONE PARISH HALL TRUST

Minutes of Annual General Meeting held on 9th November 2015 @ 7.30pm

Present: Current committee – Ken Dykes (Acting Chair), Sheila Bray (Treasurer), Wendy Vigus (Secretary), Tim Browse, Michele Browse, Andrew Bere, Rosie Bere, Ian Brooks
Members of the public – Reg Howe, Tiffany Nicholson, David Morgans, Carol Dykes, Rosemary Newton, Phil Dey

1. Apologies: None

2. 2014 Minutes:

Signed by the Chairman as a true record of the AGM. Issue of signatories to be taken into the next meeting.

3. Chairman's Report:

KD gave thanks to all members of the committee for their contribution and outlined all the hall activities undertaken since the last AGM. Boosting the finances and recruiting new members were highlighted as priorities with the need for a permanent Chair being deemed of uppermost importance. KD also outlined his wish to step back from any elected role on the committee but to remain as a representative member for the dance club as well as remaining a key holder. A copy of the report was signed and handed to WV for filing.

4. Treasurer's Report to year ending 9th September 2015:

SB circulated a balance sheet detailing the accounts which have been audited by Wendy Sweet. Key issue of note was the current bank balance which is £1815 compared to £4305 last year.

SB presented an overview of the estimated expenditure by month from October 2015 until September 2016 which demonstrated that a minimum of £2975.24 is required per annum to run the hall (covering amenities, insurance, licenses and safety checks but excluding repairs as this cannot be predicted). Stated that it is too difficult to replicate this overview for income.

SB noted that the first solar panel payment is due at the end of November and that a drop in the monthly electricity bill has already occurred (from £133 to £106).

Brief discussion of the Tens (alcohol) licence clarified that this covers ten Parish Hall events across a year and that other users of the hall need to acquire their own licence. Music licence covers performance element of any event.

5. Election of Committee:

All the current committee agreed to stand for a further year. Tiffany Nicholson agreed to join the committee. Phil and Chris Dey are happy to become co-opted committee members. Reg Howe or Christine Watson will continue to attend the meetings as PCC representatives. All new membership details passed to SB for filing.

Meeting closed at 7.50pm