HATHERSAGE WAR MEMORIAL HALL

Minutes of the Annual General Meeting held on Monday March 7th 2011

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| 1. | Present: Bob Musgrave, John Brunskill, Jean Hodgkinson, Anne Mainwaring (Secretary), Graham Markham (Treasurer), Zac Nicholson, Tim Pritt, Kat Robbins, (Brownies) Andrew Simpson, Kirsty Taylor representing Parents and Toddlers, Liz Webb and Brian Wilson | ACTION: |
| 2. | Apologies were received from Chris Cartledge, Claire Dainton and Peter Tapping. |  |
| 3. | Appointment of Chairman.  Bob Musgrave was unanimously appointed as Chairman.  The Chairman welcomed Kat Robins and Kirsty Taylor to the meeting. |  |
| 4. | There were no resignations from the Committee. |  |
| 5. | Election of Committee  As there were no other resignations from the Committee, the existing Committee were re-elected unopposed, proposed by Graham Markham and seconded by Brian Wilson |  |
| 6. | Minutes of the last AGM had been circulated. These were read and accepted as a true record. |  |
| 7. | There were no matters arising |  |
| 8. | Constitution  Jean Hodgkinson explained the necessity of rewording the Constitution, as it had not been revised since 1980. Both the Charity Commissioners and Rural Action Derbyshire had been consulted. It was agreed to co-opt John Brunskill and elect Kat Robbins to represent the Brownies. The proposal that ‘This Meeting agrees to approve the changes to the Constitution (thereinafter known as the Scheme)’was proposed by Brian Wilson and seconded by Bob Musgrave – was Agreed unanimously. |  |
| 8. | a) Secretary’s Report  6 meetings – Average attendance 10 – 2 more than last year. Nice to welcome Clare as a representative of the Mother and Toddler’s Group.  As last year, we have achieved a huge amount, and thanks to Bob and Brian for always being at the end of the phone, whenever an emergency arises. The problem with the cooker, comes to mind, as well as the new flooring in the corridor, kitchen and porch, not to mention baby changing table and the cutting back of the trees at the back of the car park. Thanks also to Jean, for her support whenever requested, this year: chair cleaning, stocktaking every couple of months and the Constitution, finally agreed this evening, after being on the Agenda for over a year. Also grateful thanks to Simon and Hilary for their efficiency and good humour.  Victoria is still an enormous asset, and works so hard to keep the Hall looking good all week long whatever event has taken place.  We eventually got the Lease for the Stanage Hall signed after three years of negotiating. We also are now licensed to be open 7 days a week from 9.00 to mid-night (should this be required).  b) Booking Secretary’s Report  The Hall continues to be a popular venue for events and groups that meet regularly in the Halls are as follows:-  The Living Hope Church, Short Tennis, 6 Badminton groups, a Local Band, Children’s Tennis, Tai Chi, Pilates, Brownies, Rainbows, Choir, Oddfellows, Baby and Toddlers, Youth Club, Hathersage Parish Council, Outseats Parish Council, Film Club and the Memorial Hall Committeee.  Other bookings include the Plays, Pantomime, Harvest Supper, Well Dressing and Gala events, Concerts, the Horticultural Show and School Concert.  Over the past 12 months there were also 3 Jumble Sales, 2 Weekend Camps,  60 Private and Public Events and 4 Wedding Receptions.  In total 797 bookings have been managed.  Many enquiries are now received by email through the website, as well as telephone and personal callers. Invoices and Hiring Agreements are sent out all users which have to be counter-signed and then Confirmation Form sent out to validate all bookings. Most bookings are sorted succinctly with the help of our hirers, although a memorable ‘time-intensive’ booking did include one phone call and 20 emails, then was ultimately cancelled!  An annotated monthly schedule goes to Anne Mainwaring, the Secretary, who kindly organises access for bookings, and Phil Humphreys who programmes the heating schedule once a week each week. A schedule is also displayed on the Hall notice board. Payments are passed on to Graham, the Treasurer, when appropriate.  Our humble thanks go to the present Committee for all their help and support without whom this job would be impossible. It is very rewarding to be part of such a hard working team with a common aim for the community. |  |
| 9. | Treasurer’s Report.  The Treasurer reported that the finances are in a healthy state, although there is a deficit at present, this is managed. Grants and donations were up, main expenditure had been the new windows.  Our minimum reserve still stands at £25,00, equivalent of one years income.  The bank balance as at 31.12.2010 was £39,909. |  |
| 10. | Chairman’s Report.  Once again it gives me great pleasure to report back on another successful year for the Memorial Hall.  This year has been one of consolidation, rather than of major expenditure, as has been the case over the past three years. The previous work that we have done to improve the Hall has shown benefits in increased bookings and a nearly zero amount of complaints. This is a far cry from four years ago when we had rat infestation, regular complaints regarding the cleanliness of the halls and the fabric of the building was in serious decline.  As I have stated in previous annual reports, the success that the Memorial Hall enjoys is down to this committee. I would therefore like to once again thank you all for the work you have done during the past year. Each and every one of you is important to the successful running of the hall. There are however a number of members who are involved on a daily basis and it is to these members that I would like to extend my special thanks.  Thanks to Anne for the tireless work that she does as our secretary and for keeping a close watch the hall on a daily basis. Anne is always cheerful and ready to help in any way that she can. Anne’s attention to detail and careful record keeping make my job much easier.  Thanks to Jean- who with Anne helps to ensure that the general housekeeping of the Hall is kept up to scratch. Jean, as you have heard earlier has also been responsible this year for revising our constitution.  Thanks to Graham who looks after our finances and acts as a Company Secretary and Finance Director all rolled into one. Without Graham’s close reign on our expenditure we would not be in the sound financial position that we currently enjoy.  Thanks to Andrew, who maintains our web site. Andrew is always a willing helper particularly when we need a specialised bit of joinery doing. The new notice board at the front of the Hall being a case in point.  Thanks to Brian who visits the Hall on a daily basis to ensure that all is well. Brian has unblocked drains, managed the fitting of the new boilers in the kitchen, put up Xmas trees, sorted out the new floor covering in the entrance hall and passage way, carried out regular statutory safety checks on fire equipment, plus many other maintenance activities far too numerous to mention.  Thanks to Hilary & Simonour joint bookings secretaries. This is one of the most important positions on our committee and takes up a considerable amount of time and patience. Like Brian & Anne, Hilary & Simon have a daily involvement with the Hall and spend many hours a week sorting out the bookings and showing prospective users round the hall.  Thanks to Victoria who cleans the Hall on a weekly basis. Since Victoria has been cleaning for us, we have not had one complaint regarding the cleanliness of the halls. This was not the case, previous to Victoria joining us. So thanks Victoria for a job well done.  Finally I come to the enigmatic Phil Humphries a key member of our team who many of you may not even know. Phil weekly sets the heating for the various activities in the Lawrence, Stanage and Main Halls. Each week the activities in the halls change. Therefore the time and temperature settings required also change. Phil has to each week re- programme the timers to accommodate the new schedules. This is not an easy job, as outside temperature and personal preferences of the users, all have to be taken into account. Phil manages to do this with great accuracy. Thanks again Phil for a job well done.  Well that brings me to the end of my thank you’s.  With regard to the coming year we have a number of projects on the back burner, these include:-  1 Improvements to the blocked out windows at the front of the building.  2 A mezzanine floor, to improve capacity in the storage area.  3 The replacement of the porch from the car-park.  4 And finally Renovation of the toilets.  Obviously all of these projects will require financing so we will be looking at ways that this can be achieved and this is where we will once again be looking to Jean to apply her expertise in obtaining grants.  In summary we have had a good year, with bookings at an all time high. Financially we are still in a sound position. We do however need to look at ways of increasing our funding to help maintain the present high standard of the facilities and to help in financing the proposed improvements.  Well that brings me to the end of my report on the past year.  Finally once again thank you all for your efforts during 2010 and I look forward to working with you in 2011  John Brunskill thanked the Chairman for all the work he has done in the past year. Thanks went also to Sue Wilson and Glen Musgrave for the splendid refreshments supplied for this meeting. | Anne to write to Victoria, Phil Humphries. |
| 11. | Date of Next Meeting: Monday March 5th, 2012 |  |

HATHERSAGE MEMORIAL HALL

AGENDA

For the 81st ANNUAL GENERAL MEETING to be held on Monday March 5th 2012 in the Memorial Hall

at 7.30 p.m.

1. Present

2. Apologies

3. Appointment of the Chairman of the Meeting (in the absence of the current Chairman or Vice Chairman)

4. Resignations of Officers

5. Election of Committee

**Present Committee**: Chairman: Bob Musgrave.

Vice Chairman: Jean Hodgkinson

General Secretary: Anne Mainwaring,

Bookings Secretary: Simon and Hilary Bull

Treasurer: Graham Markham

Elected Members: B. Musgrave, A. Simpson, B Wilson, A. Mainwaring, S. Bull and G. Markham.

Co-opted Members: John Brunskill

Representative Members:

Hathersage Players and Pantomimers P. Tapping & Z. Nicholson

The Living Hope Church T. Pritt

Outseats Parish Council J. Hodgkinson

Hathersage Parish Council C. Cartledge

Hathersage Choir L. Webb

Hathersage Film Club J. Hodgkinson

Parents and Toddlers Group C. Dainton

6. Minutes of the last meeting [March 7th, 2011] – see attached.

7. Matters arising

8. a) Secretary’s Report

b) Bookings Report

9. Treasurer’s Report – Increase in fees

1. Chairman’s Report
2. Archive Material

12. Any Other Business

13. Date of next AGM, Monday 4th, 2013