HATHERSAGE WAR MEMORIAL HALL

Minutes of the Annual General Meeting held on Monday March 5th 2012, in the Main Hall.

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| 1. | Present: Bob Musgrave, (Chairman), Simon and Hilary Bull (Booking Secretaries), John Brunskill, Clare Dainton, Jean Hodgkinson, Anne Mainwaring (Secretary), Graham Markham (Treasurer), Zac Nicholson, Tim Pritt, Andrew Simpson, Liz Webb and Brian Wilson | ACTION: |
| 2. | Apologies were received from Chris Cartledge |  |
| 3. | Appointment of Chairman.  As Bob Musgrave was present, there was no need to elect a Chairman. |  |
| 4. | It was reported that Peter Tapping had resigned from the Committee, as he was no longer a member of Hathersage Players. The Chairman requested that the Secretary should write to him, expressing our thanks for his contribution to the Committee. | A.MAINWARING |
| 5. | Election of Committee  As there were no other resignations from the Committee, the existing Committee were re-elected unopposed, proposed by Bob Musgrave and seconded by Jean Hodgkinson. |  |
| 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. | a) Secretary’s Report  We have held six meetings with an average attendance of 10 members, which is the same number as last year.  As last year, we have achieved a huge amount, and my grateful thanks to Brian and Bob, who are always at the end of the phone to deal with emergencies – broken window, children climbing over the wall, children entering the Hall uninvited, removing a suspected rodent, dealing with a slippery patch on the Main Hall floor, heating boiler failure are only a few incidents that come directly to mind.  There are two items that have been on the Agenda for 12 months, and I’m very pleased to say that they have been now dealt with, the Film Club and the painted lines outside the Stanage Hall door.  My thanks to Jean, we do a stocktaking every two months – counting every bit of crockery and cutlery – and the annual chair cleaning is a joint effort.  Also grateful thanks to Simon and Hilary for their unfailing good humour – although how they manage it sometimes, with some of our ‘clients’, I can’t imagine.  Also thanks to Victoria – for keeping the Hall in such good order.  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, 2 Local Bands, Children’s Tennis, Tai Chi, Pilates, Zumba, Brownies, Rainbows, Choir, a Children’s Music group, the Oddfellows Society, Parent and Toddlers, Youth Club, Hathersage Parish Council, Outseats Parish Council, Film Club and the Memorial Hall Committee.  Other bookings include the Rehearsals and Plays/Pantomime, Harvest Supper, Well Dressing and Gala events, Concerts, the Horticultural Show and School Rehearsals and Concert.  Over the past 12 months there were also 3 Jumble Sales, 2 Weekend Camps, 11 Children’s Parties, 2 Ceilidhs, 2 Wedding celebrations, 1 Election Day, 32 Private and Public Events.  In total 848 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. There are an increasing number of enquiries from the website which entail a personal “show round” of the premises, sometimes a return “show round” being necessary. Most bookings are sorted succinctly with the help of our hirers, although some potential bookings are ‘time-intensive’ and can then be cancelled by the user! Invoices are sent out to groups three times a year who have regular bookings along with a booking form which shows available dates for the coming term.  Each week a copy of the weekly schedule goes to Anne Mainwaring, the Secretary, who kindly organises access for bookings, and Phil Humphreys who programmes the heating schedule each week, and a copy to our cleaning support, Victoria Judson. A schedule is also displayed on the Hall notice board. Payments are passed on to Graham, the Treasurer, when appropriate.  We appreciate being supported throughout the year by an extremely hard working committee. |  |
| 9. | Treasurer’s Report.  The Treasurer reported that the finances are in a healthy state, although there is a deficit of £4621 at present, this is managed. The biggest expense is on Maintenance and Repairs. The income from bookings is up. However the cost of utilities is rising, as is insurance. The Treasurer advised that a further income of £1000 per year, is needed to cover increased costs, including fees to the Performing Rights Society (PRS) and the Phonographic Performance Ltd (PPL). Our minimum reserve still stands at just above £25,000 equivalent of one year’s income.  The bank balance as at 31.12.2010 was £35,288.  The Treasurer would make a Recommendation at the next Committee Meeting on any increase of hiring fees.  It was noted that as a result of Derbyshire County Council, cutting back on Youth Club services, the Stanage Hall may become available for letting in the future. |  |
| 10. | Chairman’s Report  Once again it gives me great pleasure to report back on another successful year for the Memorial Hall.  As with all success stories they don’t just happen and are generally down to the hard work of a few dedicated people. All of you on this committee have played an important part in making this year a success and for this I thank you. However we have a strong nucleus of people who devote many hours a week to the running of the Halls and as such deserve special mention and thanks.  These are’ ladies first:  Our secretary **Anne Mainwaring** who takes very accurate minutes at our committee meetings, deals with all our correspondence and helps to deal with any user problems. Anne also shows prospective users round the facilities and along with Jean looks after the general housekeeping.  Secondly we have **Hillary and Simon** who look after the booking of the Halls. Thanks to our success in improving the facilities available, the job of bookings secretary has developed into a major operation, with the Halls enjoying over 80% utilisation. Hillary and Simon manage this job with great skill and often, much needed diplomacy. (Sorry to class you as a lady Simon)  Our third lady of note is **Jean Hodgkinson** who works tirelessly to find funding for the various projects that we come up with. Jean is very successful at what she does and it is thanks to her that we can now proceed with the replacement of the side porch. Jean also helps Anne with the Hall housekeeping.  We come now to the men on our committee who are regularly involved with the day to day running of the Halls:  Firstly **Graham Markham** who has once again managed our finances with great dexterity. Graham is responsible for our banking activities throughout the year he also deals with outside bodies such as the Charities Commission.  In addition to his financial skills Graham has nearly perfected a new skill. The art of managing to stop Brian spending all our capital reserves in one go! No mean feat.  Next we come to **Andrew Simpson.** Andrew is a long standing member of this committee and is responsible for our excellent Webb Site. In addition to this Andrew has this year fronted the work necessary for the replacement of the side porch.  Finally I come to my partner in crime **Brian Wilson.** There isn’t a day goes by that Brian does not visit the hall for some reason or other: sticking doors, broken toilets, slippy floors, broken windows, blocked drains, changing light bulbs, putting up Xmas trees, the list is endless. Without Brian’s contribution to running the hall life would be much more difficult if not impossible.  All the above mentioned people have given freely of their time and made an outstanding contribution to the smooth running of Hathersage Memorial Hall. If we had to pay a team of people to carry out the work that they have done the cost would run into thousands.  Thank you each and every one for a job well done.  It would be remiss of me not to thank two other people whose contribution to the smooth running of the Halls is essential.  I refer of course to the enigmatic **Phil Humphries** who sets the heating on a weekly basis. I know how difficult Phil’s job is, as when Phil is off for any reason the job comes my way. Thanks Phil for an excellent job. But please try to stay in good health, don’t work over too many times and keep holidays to minimum, *for my sake.*  Finally our thanks go to **Victoria** who cleans the Halls on a weekly basis. Since Victoria started cleaning for us the Halls have been kept in pristine condition and this is much appreciated by the users.  This year like last year has been one of consolidation, unlike previous years where we have been involved with major projects. However we have not been sitting back on our laurels and have been able to progressed two of the outstanding projects from our to do list.  These are:  The replacement of the side entrance porch (now and for ever after to be called the *Side Entrance Foyer*) for reasons that will be explained by Jean in our committee meeting following this AGM. Thanks to Jean funding is now in place to enable us to set in motion a replacement programme for the Porch, or as I should now say *Foyer*. Our thanks also go to Andrew Simpson who has obtained quotes and technical information for this project and is currently liaising with Sheffield Windows with a view to them carrying out the work as soon as possible.  The second of our projects, improvements to the blanked out front windows is being championed by Graham. If the sample window that Graham is organising is accepted by the committee and The Peak Park we should have a very cost effective way of making the front of the building look much more presentable.  Although not mentioned on our to do list we have carried out three projects which were found to be necessary during 2011. I refer to the water proofing of the back and side walls in the Lawrence Hall where damp had been a problem for some time and the subsequent repainting of the Lawrence Hall. We also had the trees neighbouring the back of the hall cut down. The cost for this was share between us and the owner of the trees.  We have a number of projects still outstanding as follows:  Refurbishment of the toilets  Mezzanine storage floor to the storage area  New floor to the Lawrence Hall  Re painting of the main hall scheduled for summer 2013  Possible installation of Solar panels  To summarise then we have had an excellent year with utilisation remaining high. Financially we are still in a good position to meet our operating costs but will need to raise additional capital if we are progress our list of major projects. On the down side Derbyshire County Council is proposing to end their involvement with Youth Clubs. This will have an immediate and negative effect on our income with a loss of approximately £1800/annum in rent. Hopefully we will be able to find other uses for the Stanage Hall to cover this loss. The hall is smaller than the Lawrence Hall and ideally suited for meetings and for small parties. So I think that we will find people want to use this facility.  Finally thank you all for your contribution to the smooth running of the Hall during 2011 and I look forward to working with you through 2012.  Anne to write to Phil and Victoria to thank them for their efforts in ensuring the Hall ran smoothly. | A.MAINWARING |
| 11. | Archive Material  Andrew Simpson reported that the website had received over 500 hits, and the Minutes of the last 12 months would be added to the site. |  |
| 12 | Any Other Business  Brian Wilson, on behalf of the Committee, thanked Bob Musgrave for his fantastic efforts to ensure the Memorial Hall, which is such an asset to Hathersage, ran so smoothly.  Sue Wilson was thanked, most gratefully for the lovely cakes provided for our refreshments.  The Chairman presented Anne Mainwaring, Jean Hodgkinson and Hilary Bull with bouquets of lilies. |  |
| 11. | Date of Next Meeting: Monday March 4th, 2013 |  |

HATHERSAGE MEMORIAL HALL

AGENDA

For the 82nd ANNUAL GENERAL MEETING to be held on Monday March 4th, 2013 *(in the Main Hall*) 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, B Wilson, A. Mainwaring, S. Bull and G. Markham.

Co-opted Members: John Brunskill & Andrew Simpson,

Representative Members:

Hathersage Players and Pantomimers Z. Nicholson

The Living Hope Church T. Pritt

Outseats Parish Council J. Hodgkinson

Hathersage Parish Council C. Cartledge

Hathersage Choir M. Robinson

Parents and Toddlers Group A. Thacker

6. Minutes of the last meeting [March 5th, 2012] – see attached.

7. Matters arising

8. a) Secretary’s Report

b) Bookings Report

9. Treasurer’s Report –

Increase in fees – Any revision needed?

Statement on Reserves Policy for Charity Commission

10. Archive Material

11 Constitution – Any revision needed?

12. Any Other Business

13. Date of next AGM, Monday 3rd March 2014