



East Worlington Parish Hall

Charity Number 267969

EAST WORLINGTON PARISH HALL MANAGEMENT COMMITTEE

Minutes of Annual General Meeting

Held on Thursday 10th May 2023 @ 7.00 pm

1. Meeting opened by the Chair

Mark welcomed everyone to the meeting and explained the AGM procedure and committee structure.

2. Present and Apologies:

Present: Mark Shipley (Chair), Campie Hurst Bannister (Vice Chair), Maxine Difford (Secretary), Angie Lunn, Liz Guppy, Sandy Haughton, Alice Rhodes, Brian Edwards, Maggie Good, Nigel Pankhurst, Amanda Mastroddi.

Apologies: Nigel Sedgwick (Treasurer), Jonathan Harford.

3. Minutes of the AGM dated 12th May 2022:

Decision	Action
The minutes of the AGM held on Thursday 12 th May 2021 were approved. All in favour	

4. Matters Arising:

There were no matters arising.

5. Annual Trustees Report – Achievements of the Year:

Mark went through the Annual Report (attached).

Decision	Action
Annual Trustees Report	Nigel P to present to PC AGM

6. Treasurer’s Report:

The first normal year for the Parish Hall since the ending of restrictions arising from the Covid pandemic has proved successful. It was expected that the fundraising activities might take a time to get into full swing but the efforts of all involved during the year produced an excellent result with total funds raised of £11,528. Two large charity donations were made by the Hall during the year amounting to £2,600 and, but for this, the income would have exceeded our expenditure by an acceptable margin, despite the prevailing headwinds of rising utility costs and other routine expenses.

The net assets remain substantial and continue to enable the Parish Hall to plan ahead with some confidence. In this regard the Trustees remain cognisant that this is a rare luxury and a position that they intend to pass on to future generations, so that the large capital expenditures that the Hall will inevitably require will be funded.

These assets remain in cash or cash equivalents although the Trustees intend to give consideration to investing a part of the assets in longer term investments that have the potential to achieve a real return over the longer term and are thus more suited to the long-term liabilities associated with the aforementioned capital expenditure.

Decision	Action
<p>Keep an eye throughout the year on expenses and adjust charity donations accordingly.</p> <p>Invest £15k in an interest bearing account.</p>	<p>Mark to send details of low risk, ethical fixed rate bonds to Committee for approval ASAP</p>

7. Honorary Secretary Report:

Maxine Difford continued in her role as Trustee and Honorary Secretary, providing effective and efficient administrative support for the Committee.

8. H&S Report:

Brian reported that regular monthly testing of the Fire Alarm System has been carried out and a log book maintained. Inspection of the Fire Extinguishers along with evacuation routes and signage are done at the same time. One issue that has recently arisen is that one CO2 extinguisher sighted by the inner doors is missing. This has reduced the number of extinguishers to four. This will need to be replaced to ensure the Fire Risk Assessment and Fire Safety Policy remain valid. The Fire Extinguishers have been serviced along with a new stand and signage in the foyer.

There have been no entries in the Accident Book for the past 12 months.

9. Notification of Organisations Representatives:

- i. **Parish Council** – Nigel Pankhurst will continue in this role.
- ii. **Parochial Church Council**- Alice Rhodes will continue in this role.
- iii. **East Worlington Primary School/Chulmleigh Academy Trust** – Angie Lunn will continue with this role.

10. Election of Elected Trustees:

All the Committee then stood down.

Decision	Action
<p>The committee members were re-elected All in favour</p>	<p>Angie and Campie to approach possible Treasurer applicants.</p>

11. Committee Volunteers

Amanda and Lou Mastroddi to continue in their volunteering role including maintenance.

12. Election and Appointment of Officers of the Committee

Mark reported confirmation that Nigel Sedgwick has stood down permanently as Treasurer and as yet no-one has volunteered for this role despite reaching out to the community. Maggie has taken on the invoicing and will invoice from January 2023 onwards. Maxine expressed a wish to stand down should someone wish to take over. Agreed to reach out to the community for new members.

Mark Shipley (Chair)

Proposed: Campie Hurst-Bannister
Seconded: Nigel Pankhurst
All in favour

Campie Hurst-Bannister (Vice Chair)

Proposed: Mark Shipley
Seconded: Sandy Haughton

(Honorary Treasurer) Proposed:

Vacancy

Maxine Difford (Honorary Secretary)

Proposed: Liz Guppy
Seconded: Mark Shipley
All in favour

13. Sub Committee

The Sub Committees were reviewed and it was decided that they were no longer necessary now that the building work was completed. However, it was agreed to reinstate the History Group as a sub committee which does not need to pay for hall time. Sandy Haughton and Liz Guppy from the Committee, together with Lorna and Gavin Manton.

14. Date of Next AGM Wednesday 8th May 2024.

The AGM ended at 7.30 pm.