48 - Minutes of Annual General Meeting of Somerford Keynes Village Hall

Thursday 30th July at 19:30 by Zoom

**Note:** the meeting was held using the Zoom video conferencing due to the 2020 Covid 19 epidemic.

Present: Richard Goldman (RG) (Chair), Aideen McEvoy-Wilding (Treasurer), Des Sheen (Bookings Secretary), Lynda and Chris Isherwood, Ron Munroe, Mike Harris, Angela Straddling, Karen and Lynton Mogridge.

# Apologies: None.

# Minutes of Meeting held on 29th April 2019: The minutes of the 2019 Village Hall AGM were screened and reviewed. The acceptance was proposed by Ron Munroe, seconded by Chris Isherwood and approved without objection. Any matters arising were to be addressed in the Chairman’s report.

# Chairman’s Report

The Chair’s report is appended, but Richard particularly highlighted:

* The procedural and document management activities implemented for GDPR compliance;
* Ongoing asset maintenance and improvement activities;
* The development of Covid-19 compliance procedures to enable the Tutor, who is a major client, to restart operations after 24th July.

Activities during Covid-19 pandemic have required new risk assessments, changes to contracts to allocate additional safety responsibilities between parties and implementation of access and entry procedures, including one way systems, limiting use of toilets to single individuals and installing hand sanitising facilities. Further clients will be able to recommence use of the Hall from early September.

The Chair thanked the committee for their support, including Mike Willis who had to resign as Secretary for health reasons, having made a significant contribution to work on GDPR implementation, populating the G Drive and updating the insurance.

# Treasurer’s Report

The Treasurer’s report and the Annual Accounts are appended. The accounts have been audited by Mike Wilsmer.

Aideen noted that the charges for use of the Hall had remained unchanged and changes to income were minimal. No major refurbishment/maintenance expenditure had been incurred in 2019/20, so costs were down on historic levels, resulting in reserves increase by around £3k and £1k has been put into the PV Panels refurbishment fund. The decorating and other refurbishment mentioned in the Chair’s report have been paid in financial 2020/21.

It was noted that the income from the PV Panel feed in tarrif paid for the basic costs of the running of the Hall. The Village Hall had been eligible for a £10k Covid-19 grant, which had been applied for and received. Some of this has been used to date to cover additional expenditure related to operation during the pandemic: additional signage, sanitising gel machines etc. It I likely that some will be required to cover lost income, as it is felt that many clients, especially clubs, will be unlikely to resume activities in the near future. However the current financial position of the Village Hall remained strong, which will enable it to weather the challenges caused by the epidemic.

# Election of Committee

The Chair (Richard Goldman), Treasurer (Aideen McEvoy-Wilding) and Bookings Secretary (Des Sheen) were willing to stand for re-election. They were proposed by Chris Isherwood, seconded by Ron Munroe and re-elected unopposed.

The post of Secretary was vacant and Richard Goldman proposed Lynton Mogridge. This was seconded by Mike Harris and the election was unopposed.

# Any Other Business

During discussions it emerged that the signed booking sheet from the Tutor was still outstanding and the Chair agreed to chase this (Action RG).

Ron Munroe proposed a vote of thanks to the Committee for its work during 2019/20 and especially its efforts to enable it to re-open with Covid 19 pandemic safety measures in place.

The meeting closed at 20:27.

SIGNED ………………………………………………………………

DATED…………………………………………………………………