

St Margaret's Hall  
Management Committee  
Minutes of Annual General Meeting

Saturday. 6 May 2017. 0930

**1. Present**

Chris Bailward (Deputy Chair), Vicky Franklin, Maria Hawkins, Emilie Gordon, Gillian Miles, John Macdonald (Chair).

**2. Apologies**

Gareth Cherry (Treasurer), Ann Franklin, Charles James, Jacqueline Pyne, Hannah Williamson.

**3. Approval of Accounts 2016/7. Previously circulated.**

Accounts approved. Proposed CB, Seconded EG.

Unfortunately, we were unable to ask our usual auditor, John Fleming, to check our accounts due to his illness. Suggestions were made as to who might complete an audit for us and JM will approach Paul White or Jerry Wood when GC has returned from France.

**4. Minutes of previous meeting on 7th May 2016.**

Previously circulated. Minutes approved and signed.

**5. Matters arising.**

None.

**6. Chair report.**

*Trustees report for the year April 2016 to March 2017*

***The Charities governing document is the trust deed, the original copy of which is held by the chairman of the Committee.***

***A management committee is formed each year. Presently it numbers 11.***

***Representatives of user groups will make up part of the committee.***

***There are no paid staff. Trustees received no remuneration. Out of pocket expenses on behalf of St Margaret's Hall are repaid.***

***The charities bankers are: HSBC Bank, Yeovil Branch.***

***Our insurers are: Aviva Plc.***

***The object of the trustees is to provide a Village Hall for the use of the inhabitants of the parish of Horsington, County of Somerset. The Hall should be held upon trust for the purposes of physical and mental recreation and training and social moral and intellectual development for the benefit of the inhabitants.***

*The trustees are pleased to report that these objectives continue to be met.*

*The Pilates classes continue under the instruction of Carol Pirie. Upholstery classes are held on a Tuesday which is followed by Badminton in the evening. The very popular art classes run on Thursdays and Fridays. Regrettably, Louise Holliday has had to*

terminate her dance classes, which were held on Wednesday mornings. Louise found that she could not recruit enough students to make the class viable. The monthly meeting of the WI continues to be held in the hall as do meetings of the Parish Council.

The Hall trustee members have been bolstered by a recruit from the WI, Ann Franklin. Unfortunately, the representative of the South Cheriton Football Club, Tim O'Keeffe, had to relinquish his position on the management committee, because the senior team, which he trained, no longer played. As a result he had left the Club. We are hoping to recruit a representative for the Club, which will bring our numbers up to an ideal of twelve Trustees.

St Margaret's Hall continues to maintain a healthy financial position. We retain a sensible amount (just over £10000) in reserve. The relative stability of the price for heating oil has helped. Day to day classes and the renting of the changing rooms to the SCUFC kept our current account in surplus. We continue to maintain our charges set at the level in 2008, which remain competitive with our immediate neighbours in the surrounding villages. The continuing problem of our floor has been a significant cost and solutions provided in the past appear to have exacerbated the situation rather than cured it. We have recognised that the probable cause of the warped floor is a damp wall adjacent to the tarmac on the road side of the hall. As a result we have installed a French drain. At the same time all the drains were checked and cleared. The offending part of the floor is to be relayed as a floating floor with a gap under the skirting board to allow the floor to expand.

The website [horsingtonvillagehall.co.uk](http://horsingtonvillagehall.co.uk) continues to be edited by the Deputy Chair and provides a platform for information, feedback and occasional bookings, as well as Minutes of Parish Council meetings since 2013.

The fire risk assessment is carried out each year at the time the fire extinguishers are inspected by an outside company. Our triennial electrical inspection was carried out in April 2016. Our electrician, who carries out the inspection, informs us that the check is now required every five years instead of three. Routine maintenance is carried out on the heating boiler and kitchen electrical equipment on an annual basis.

We will continue to maintain our Hallmark 1 category which covers all aspects of management, forward planning and development. The triennial inspection by the Hallmark assessors is due to be carried out in June.

The Hall Management Committee is grateful to the Parish Council for its continued monitoring and maintenance of the Hall surrounds.

## **7. Treasurers report.**

St Margarets Hall continues to maintain a strong financial position with accumulated funds of £10156.90. A deficit of £1450 was generated for the year; the driver of this is twofold. Firstly, no fund raising dinner was held during the course of the 2016/17 financial year (this generated an income of £933 the prior year). Secondly the programme of repairs and maintenance to the hall has continued with a French ditch having been added along the west outer wall to aid with drainage and to prevent further problems with the floor as well as expansion valves being fitted to the radiators. This is in addition to the annual boiler service, triennial electrical check and annual fire extinguisher check. Also new crockery has been purchased for the kitchen for use by hirers.

*Encouragingly even though there was no fund raising event, income from hall lettings as well as the standard clubs and classes which run throughout the year increased year on year by 5%. With works currently being undertaken to rectify the warping of the floor the hall is now in a very good state of repair and the community should be encouraged to make use of it.*

After the report was read, GM asked why no fund raising dinner was held this year. She felt it was popular event in the village which was well attended and usually raised a fair amount for Hall funds. GC had suggested that now the hall is in good condition we should consider a dinner in the Autumn, possibly with a theme of Guy Fawkes night or Halloween. GM suggested a harvest supper or a Greek themed evening where we could dispose of the WI crockery in the traditional Greek way. EG suggested we might consider a quiz night and made the valid point that since we had lost Louise Holliday's dance classes we needed to recruit other possible classes to maintain our revenue stream. VF suggested we needed to recruit teachers who would then set up the classes. A suggestion was made to place an ad in the Villager to make the villagers aware that we had space available in our schedule. Also, it could be useful to raise a questionnaire in the pages of the Villager to determine how the villagers would like to utilise the Hall. Action. JM.

### **8. Bookings report.**

*The Village Hall continues to be a venue for the WI, Parish Council, Classes and Election Polling Station. This gives a steady predictable income. Unfortunately, Louise Holliday has had to give up dance class due to a fall in numbers, which has made her class no longer viable. The village school performed their biannual play/production which was a great success. There have been usual number of parties. Everything remains steady.*

### **9. Sports Report.**

*Report for the South Cheriton United Football Club.*

*The Club has had three youth teams and one mens team playing this last winter.*

*The Under 15's finished 5th in their league and reached the cup final which they lost on penalties.*

*The Under 10's won their group, but only reached 4th in the playoff qualifiers.*

*The under 8's didn't play in a league, but won all but three of their games.*

*The men's team finished 6th in their league.*

*Next year the club are hoping to field an adult Sunday team as well as the men's team.*

There was a discussion following the report on the cleanliness of the changing rooms. VF reported that the Primary School, which used the changing rooms during their run of the school play, found they were in such an unsatisfactory state that a group of mothers had resorted to cleaning the toilets. JM confirmed this by stating he had been contacted by Judith Ham of the school. JM stated that, under the contract that we have with the football club, it is their responsibility to keep the changing rooms clean. CB pointed out that we had overall responsibility for the whole building.

Representations should be made to the football club to maintain good standards in the changing rooms. Action. JM.

### **10. Resignation of Committee.**

The Committee resigned.

The meeting closed at 1000.