

BUCKLEBURY MEMORIAL HALL

Trustee's Management Committee

54th Annual General Meeting

12th May 2015

Present :

Mike Scholl	- Chairman & Letting Secretary
Brian Mason	- Treasurer
Mike James	- Tennis Club
Jane Scholl	-W B B S
John Brims	- B P C
John Hicks	-K A T S
Dennis Gower	- Secretary

Apologies:

Alan Dunkerton - Parishioner.
Julia Baker - Horticultural Society

Welcome:

MS opened the meeting as follows:-

"I would like to welcome all comers to this the 54th AGM of Bucklebury Memorial Hall Trustee's Management Committee and declare that since a quorum is present the meeting can proceed.

The purpose of the meeting is to receive the reports of the officers of the 2013/2014 committee and to accept the resignation of all committee members.

The meeting must then elect up to six independent members for the Management Committee (that is not representing any 'Schedule 2' organisations) and to accept the nomination of a member from each of the current 'Schedule 2' organisations to form the 2014/2015 Trustee's Management Committee. These persons, forming the 2014/15 management committee will, jointly and severally, be 'Charity Trustees' for the Hall on behalf of the Parishioners of Bucklebury who jointly own the Hall. The Parish Council acting as 'Holding Trustees' on their behalf. (The Charity Trustees are jointly and severally responsible to the Charity Commissioners for the proper dispersal of the charity's funds and the efficient running of the hall and grounds in accordance with the revised constitution as approved by the Charity Commissioners' Scheme on the 9th. December 1997)

At the first meeting of this committee it shall elect the officers of the Management Committee and members of subcommittees, co-opting additional members if necessary. All in accordance with the constitution as set out in the 1950 conveyance of the land to the parishioners and as amended by the Charity Commissioners. In the interim the present officers will remain in post on a 'caretaker basis'.

This is the procedure that has been followed in past years and with your agreement I propose that we follow it this year.

Minutes of the 2014 A G M:

These had been circulated to all interested parties and a copy was made available for those present. A motion to accept the minutes was proposed by MJ and seconded by JS. The proposal was passed unanimously and the chairman signed the minutes.

Matters Arising:

There were no matters that would not be covered by the agenda .

Chairman's Report:

MS reported as follows:

The year 2014-5 has once again been a successful one for the Memorial Hall. We have continued to make improvements to the hall. Thanks are due to all the committee members for their work in looking after the hall on behalf of the parishioners.

Heating

Oak Room users can now turn the heating on or off without having to go into the main Hall.

Tennis Court Lighting

The Hall has assisted the Tennis Club in installing lights on the courts which enable play into the evening.

Stage

We have installed new curtains and a white cyclorama on the stage. The stage has also been painted. As a result it is much better for all sorts of activities.

Painting and decorating

Much of the Hall and Oak Room have been redecorated. In addition we think we have finally stopped the rising damp in the ladies loo.

Posts

The new white posts on the grass make it much easier to find the hall in the dark.

General Repairs

As always there have been a number of small repairs and the inevitable drain problem. Your committee has resolved all of these.

Retiring Treasurer

After 10 years of sterling service Brian Mason has decided to retire from the committee. He has been invaluable not only in keeping our books in order but also in progressing so many of the improvements from idea to fruition. The BMX track, in particular, was a great idea and has proved a huge success with our local children and, indeed, with those from further afield. It is rare when school is not on, to see the track without one or more children on it.

And much of the redecoration work, the refurbishment of the committee room and the construction of the new store room has been organised by Brian. The parishioners of Bucklebury owe many thanks to him for this. We have a nomination for a new Treasurer; Michael Bodsworth who will be standing for election to the post and as a Trustee, together with the other nominated officers, at the at the first management committee meeting.

Letting Secretary's Report

Lettings have continued to increase in 2014-5. We now have a wide range of activities in the Hall: Pre School, Ballet, Modern Dance, Drama, Keep Fit, Kick Boxing and Pilates as well as more sedentary activities like Mah Jong, The Ladies Club, Sewing Club, St Martins talks and Hort Soc talks.

We have allowed the Hall to be used as a base for cycling events with several nationally know cyclists setting off round the lanes of Berkshire from our hall. The tennis club regularly uses the hall for tennis match teas.

And of course we have a large number of parties for residents of Bucklebury and the surrounding Parishes.

Treasurers Report:

BM reported as follows:-

The Financial Year 2014/15 has seen a sizeable increase in the income received from the hire of the two halls and the committee room. Although the cash assets of the BMH are slightly less on 31 March 2015 than for the previous year, in reality, they are considerably healthier, since in 2014 we were awaiting an invoice for about £5k for building work carried out during that year. Apart from the income from the hire of the hall we also received a grant from the Bucklebury Parish Council of £3719. In addition charitable donations of £3000 to the Tennis Club, for their lighting system, and £5000 to the St Martins Club towards their activities were received and passed directly to those clubs. Neglecting these donations overall income was up about £3000.

The expenditure account saw some rises in the cost of services but also some falls. Council tax rose due to a reassessment of the hall buildings and the cost of refuse collection also increased, partly due to higher landfill taxes. Our water bill was excessively high due to an undetected leak underneath the Oak Room. Cleaning costs remain by far the largest service cost we have to pay. Most other service costs remained similar to the previous year.

On the positive side electricity costs were down about 20% which we believe is mainly due to less use of the fans on the radiators and perhaps a less severe winter. This, and the considerably lower cost of heating oil, helped to keep down the overall cost of heating. Other major costs related to the completion of the refurbishment of the BMH entrance hall, new lighting and decoration of the corridor in the BMH, decoration of the cloakrooms and decoration of the Oak Room.

We move into the next financial year with a healthy balance in our current account which will hopefully stand us in good stead for any unforeseen emergencies.

DG proposed the acceptance of the accounts for the year 2014-2015
This was seconded by JS and passed nem. com.

Elections and Nominations for the 2014/2015 Management Committee:

The chairman asked the meeting to accept the resignation of the present committee.

MS listed those who were prepared to stand as Independent Members of the new committee, they are:

Mike Scholl, Dennis Gower, Brian Mason & Alan Dunkerton.

The chairman asked, as there were vacancies, if there were any more nominations from the floor. There were none.

M J proposed that these four, as named, be elected, this was seconded by JS and passed unanimously.

The acting chairman, (MS), then read out from the list of 'schedule 2' organisations asking for the names of their nominees to act as committee members and Charity Trustees for the Memorial Hall following the requirements of the Charity Commissioners; DG agreed to circulate those organizations not present at the meeting to ask if they wished the present nominated Trustee to remain or be replaced by a new nominee. If they do not currently have a nominated Trustee do they wish to nominate a member as a Trustee .

Horticultural Society	Julia Baker	Charity Trustee, Agreed
Tennis Club	Mike James	Charity Trustee, Agreed
St. Martin's Club	Ron Mather	Charity Trustee
Mahjong	Helen Relf	
Toddlers	Rose Auld	
West Berks. Ballet School	Jane Scholl	Charity Trustee, Agreed
Pre-School	Barry Anns	Charity Trustee
Guides	Clare Powers	
1 st Bucklebury Ranger	Sharon Tompkins	
KATS	John Hicks.	Charity Trustee, Agreed
The B P C	John Brims.	Charity Trustee, Agreed

The above Charity Trustees, as subsequently amended, together with the independent committee members:

Mike Scholl Charity Trustee
Brian Mason Charity Trustee
Dennis Gower Charity Trustee
Alan Dunkerton Charity Trustee

Are to be registered as such with the Charity Commission.

Any alterations to the above list by those organisations not present at this meeting to be notified as soon as possible.

The chairman emphasised that the above were *Charity Trustees* and, as such, responsible to the *Charity Commissioners* for the correct, lawful and efficient running of the Hall and the disbursement of funds raised. Under the new legislation they now have a specific duty to ensure that all the Health and Safety requirements are met and that each hirer nominates a responsible person to take on this duty during the period of hire. Further information can be found on the Charity Commission's web site or on application to our Chairman.

The first meeting of the 2015/2016 Management Committee was fixed for :

Tuesday June 16th at 19:45 in the OAK ROOM.

A O B:

MJ asked, that now the tennis club flood lights were in operation, could the treasurer confirm the basis of the charges that BMH would be making BTC for the power consumed. BM said that BTC would be charged for the power used as metered at the rate charged by SSE for the total BMH power supply with no add ons.

DG raised the problem of the dead (or dying) oak tree on the North side of the car park. This could give rise to a claim against BMH should a falling limb give rise to damage or injury. It was agreed that a contractor be approached to advise on the removal or lopping of the tree as necessary.

JH queried the numbering of the break glass fire alarm points as this was causing some confusion when testing. This was sorted out by MS confirming the correct designations.

The meeting closed at 21:00

.Signed: _____

Chairman Date: _____

The Annual Accounts are attached: