

# LYMPSTONE VILLAGE HALL CIO

## Minutes of the Annual General Meeting held at 7.30pm on 28<sup>th</sup> July 2021 at Lympstone Village Hall

### Present

**Trustees:** Don Mildenhall (outgoing chair), Carrie Darby (incoming chair), Doreen Murray (vice chair & Community Hub), Steve Morgan (treasurer), Mary Turner (secretary), Ian Bethwaite (Premises support), Caron Winter (Bookings coordinator), Marjorie Brewer (Lympstone Entertainments), Brian Cotton (History Society), Greg Crum (Lympstone Players), Keith Hill (Parish Council), Brian Mather (Film Society).

**Other attendees:** Miles Freeman (Village Hall Premises Manager), Lisa Stadden, Jo Cotton, Sue Mildenhall, Judy & Richard Stutchbury, Brian Murray, Richard Crisp, Sharon Wayland

**1. Apologies from Trustees:** Paul Harradine (Tennis Club), Anne Crisp (Garden Club & Art Group). **Other apologies:** Clive Wilson

### 2. CHAIRMAN'S REPORT: Don Mildenhall

As a new 'Charitable Incorporated Organisation' this is our first annual report and our first AGM. The CIO was confirmed by the Charity Commission in late February 2020, and in March the transfer of the assets from the previous Village Hall charity took place. The final step was the transfer of the 'business' - banking, bookings and so forth – on 1st July 2020. Our annual report covers the period July 2020 to 31<sup>st</sup> March 2021 and is available to view on the village hall website, and has been examined by accountants Thompson and Jenner. It will now be sent to the Charity Commission and will be subsequently be available on their website.

This has been quite a year with Covid restrictions in the UK over the past 18 months causing concern on many fronts. For the Village Hall it has turned out better than expected due to the Primary School continuing to rent the building throughout this time, and with the support of Government grants. During this time we were able to continue with some key tasks including work led by Carrie to establish our policies and procedures, and Miles' production of a handbook on the day to day running of the hall.

Now stepping down from his twelve year role on the committee, and thanked a number of people for their support during this time: his wife Sue for her support and understanding; Michal Wilkes; Clive Wilson; Pete Hardy; Brian Ridge in his first year as a trustee; Miles for his contribution over the past 4 years as premises manager; and Caron and Chloe for dealing so patiently with the many bookings queries, postponements and changes over the past difficult year. We have been fortunate to be able to remain open where many other village halls have closed. Don said that he felt confident and enthusiastic to be leaving the running of the hall in the hands of a capable and energetic group of Trustees.

### 3. TREASURER'S REPORT: Steve Morgan

Despite the difficulties of Covid throughout our first accounting year, our finances have remained robust thanks to continued income from DCC for the school use of the hall, and to Government grants amounting to about £11,000 up to 31<sup>st</sup> March 2021, without which we would have made a loss. Instead we have increased our resources to over £50,000,

putting us in a good position for the new financial year. The Trustees have signed off the accounts, which form part of the annual report.

A further grant from EDDC this April brought our reserves to £60,000, and so we have started spending some of the money on improvements to the hall, while keeping £30,000 in reserve. About £5000 has already been spent on improvements to the Committee Room and the Function Room and further improvements to the amenities are planned.

#### **4. APPOINTMENT OF INDEPENDENT FINANCIAL EXAMINER**

Thompson and Jenner were reappointed as our independent financial examiners. They have been instrumental in helping us set up an online financial system for the CIO, using Zero software.

#### **5. INTRODUCTION TO YOUR VILLAGE HALL CIO TRUSTEES**

Incoming Chair Carrie Darby introduced the Trustees, many of whom represent village groups which regularly use the hall.

#### **6. INTRODUCTION FROM THE INCOMING CHAIR: Carrie Darby**

Carrie thanked Don for handing the hall over in such a healthy state as we enter a new phase, which is about all the Trustees getting actively involved. In recent weeks they have been helping to decorate the Committee Room and the Function Room, and in August work starts on the Main Hall. Our ambition is to improve the hall for the community and there are a considerable number of projects on the list including fitting a new projector in the Main Hall, replacing the above stage lighting and fitting an electric screen in the Function Room. These projects have already received a promise of funding from Lympstone Players, Lympstone Entertainments, Lympstone Film Society, Lympstone History Society and Lympstone Parish Council and we are applying for further funding from EDDC. Future plans include updated signage, a modernised website, and exterior work between the hall and the tennis courts to improve access and enhance the area.

#### **7. Any other business notified up to 7 days in advance of the meeting.**

There was no other business notified in advance of the meeting. The meeting was closed and adjourned outside for a presentation to Don.