

# **Semley Village Hall**

---

## **Semley Village Hall Management Committee Annual General Meeting**

in  
Semley Village Hall  
7.00pm 24<sup>th</sup> June 2013

### **Minutes of Meeting**

#### **Those present:**

Mr. A. Duthie, Chairman  
Mrs. S. Broome, Hon. Treasurer  
Mrs. J. Beaven, Bookings Secretary  
Mrs. D. Kennett  
Mrs. C. Holden, WI  
Mrs. A. Pitman, WI  
Mrs. A. Bellairs-Wray, WI  
Mr. Martin Dines  
Mr. David Pitman, Sedgemoor & Semley PC

#### **Apologies:**

Miss P. Hawkins

#### **Others Present:**

Mr. D. Perry  
Mr. J. Duthie

#### **1. Election of Chairman**

In accordance with the Constitution, Mr. A. C. Duthie volunteered to remain as Chairman of the Village Hall Management Committee. This was seconded and endorsed by the Committee.

#### **2. Appointment of Treasurer**

Mrs. Sara Broome volunteered to continue in the post of Hon. Treasurer. This was seconded and endorsed by the Committee.

#### **3. New Committee Member**

Mr. David Perry volunteered to be a member of the Management Committee to help with Licensing and Compliance issues. This was endorsed by the Committee.

#### **4. Chairman's Report**

The Chairman's Report is attached.

## 5. Financial Report

The Financial Accounts are attached.

Sara Broome advised that:

- Gross Income was £5,038.77; £2219.23 (79%) higher than 2011/12 (£2,819.54)
  - Hall Hire Income was £2001.00; an increase of £107.03 (6%) compared with 2010/11 (£1,869.54).
  - Donations of £1350 comprising £1,100 (Village Fete), £200 (WI Quiz) and £50 (Parish Council) had been received, and £400 higher compared with 2010/11 (£950).
  - Additional income of £1,685 came from South West Area Board Community Grant for kitchen ceiling (£968.00), Jazz Night (£101.00), Table Top Sale (416.80) and Damages (£200.00).
- Gross payments including capital expenditure and day to day running costs amounted to £5,040.34; £2,937.65 (140%) higher than in 2011/12 (£2,102.69).
  - Routine running costs were £960.47; comparable to 2011/12 (£960.87).
  - Capital costs were £2,009.97; £868.15 higher than 2011/12 (£1141.82). These included Kitchen Ceiling (£968), Tables (£249.84), Car Park (£100), Chairs (£30.00), Notice Board (£27.60), Floor Polishing (£88.94), Tablecloths (£29.39), Cutlery (£159.78), Plumbing (£159.92) and Repairs (£196.50)
  - Improvement Programme costs were £2,069.90 including Architects Services (£1,617.50), Ecology Survey (£270.00), Groundworks (£158.40) and Playground Competition (£24.00). This compares with £540 spent in 2011/12 (for fencing).
- The closing Bank Balance stood at £6,191.87 comparable to 2011/12 (£6,193.44).

The Chairman thanked Mrs. Broome for preparing the accounts.

5.2 The accounts were approved and will be submitted to the Charities Commission.

Mr. David Pitman asked how many different improvement plans were considered. Mr. Martin Dines that there were 2 or 3 major iterations with a number of minor changes made to the final plan, all provided under a fixed fee.

## 6. Discussion

Mr. Martin Dines advised that the Community Grant application for the Play Area and Nature Area had been posted on the South West Area Board web site. It will be considered on 17<sup>th</sup> July at Charlton Remembrance Hall.

## 7. Other Business

7.1 Mr. Joe Duthie advised that Sedgehill and Semley Parish Council Web Site ([www.sedgehillandsemley.org](http://www.sedgehillandsemley.org)) was being developed and requested that there be links to / from the proposed Village Hall web site.

The committee agreed to this request.

- 7.2 Mr. Joe Duthie also requested that the Chairman's Report and Financial Report be provided to the Parish Council in the event that the Village Hall web site is not established before the Parish web site.

The committee agreed to this request.

- 7.3 Mr. Joe Duthie requested that future Financial Statements should include the previous year's figures.

The committee agreed to this request.

- 7.4 Mr. Joe Duthie advised that the Parish Council recently discussed the use of the Bracher Trust that was established to help the poor of the Parish and in recent years has been used to support educational needs. There has been little demand for the trust in recent years and Mr. Duthie suggested that it might be appropriate for the Village Hall to use the funds for part of the proposed improvements so long as the activity was in line with the constitution of the trust. The Chairman agreed that he and Mrs. Kennett would discuss with Mr. Alan Bowerman, one of the trustees.

- 7.5 Mr. Joe Duthie suggested that the plans are placed in the Village Shop, Pub and on the Parish Board to generate publicity for the improvements. In reply, the Chairman commented that wider reaching publicity would be generated around the construction and opening of the play area.

- 7.6 Mrs. Deborah Kennett commented that construction of the play area should not interrupt hall use.

The committee agreed.

- 7.7 Mr. Pitman commented that alternative costs of tables and chairs need to be sought from Mole Valley.

The committee agreed.

## **8. Data of next Ordinary Meeting**

This was agreed as being on August 31<sup>st</sup> 2013.

## **8. Date of next Annual General Meeting**

To be advised.

A.C. Duthie  
Chairman