TACKLEY VILLAGE HALL

MANAGEMENT COMMITTEE MEETING

ANNUAL GENERAL MEETING

27 February 2020

Present : Barbara Vaughan (Chair), Jan Grimwood, Doreen Havord, Katie Hofman, Hilary Laughton, Pat Rolfe, Les Summers.

The meeting was opened at 19.00 with Ms Vaughan in the Chair, who welcomed Barbara Summers, Mike Willemite, Rosie Hawes and Lucy Dobson, members of the public.

Apologies : Marj Bolton, Nick Hawes.

1. Minutes of the 2019 AGM

   Approved by PR and seconded by LAS.

2. Matters arising
   The issue of outstanding money owed by Ofgem to the Hall is ongoing, although they have conceded that they owe the money. BV is in touch with the contact, who has advised that a change in legislation is required before the money can be paisd. HL enquired on the amount, and BV advised that it was in the region of £400.00, which, whilst not a lot, is a matter of principle.
3. Financial Report
   Income and expenditure account for the year ending 31st December 2019

Balance 1/1/2019	£	9,830.45
Income	£	21,373.92
Expenditure	£	15,719.21
Surplus (Income – Expenditure)	£	5,654.71
Balance 31/1/2019	£	15,485.16
Cash float	£	150.00
Total funds	£	15,635.16

As shown above, we finished the year with income exceeding expenditure by **£5,654.71**.

Our largest single sources of income were the feed-in tariff from the solar panels on the hall, the drama school, and the pop-up pub. Income from regular group usage was approximately **£4k**, private parties approximately **£0.9k**, and the pop-up pub approximately **£1k**. Our largest outgoings were mostly running costs, e.g. charges for council tax, water, CCTV, and fire

protection. We had two large one-off costs: **£1,672.80** for new tables for the hall, and **£890** for some interior refurbishment. The table cost was offset by a grant of **£1k**.

In general the finances look healthy. We have enough income to safely cover our regular outgoings and perform a small amount of repair and refurbishment to the premises. However we are somewhat over-dependent on the drama school income to deliver this level of comfort (they account for roughly a third of our surplus). We also rely on the pop-up pub, albeit to a lesser degree. It is a minor worry that profits for this are down substantially, from roughly **£1.7k** in both 2017 and 2018, to **£1k** this year. It also appears we have now reached capacity in week-night bookings for regular groups in the main hall. The café space is underutilised, so could be an option for new (smaller) groups, and for us to increase revenue if needed.

We are in this comfortable position thanks to the fantastic work of the previous treasurer, Mike Willemite. He handed over the accounts and records in an excellent state, and we can build from this position in the coming years. His final act on the committee was to negotiate new charges for the drama school, ensuring we can rely on this for at least a few more years. This will be the only changes to charges in the coming year, since the surplus means we are in good shape.

Discussion was held around the report, and the Chair noted it was delightful to have new blood on board. Income and expenditure are well balanced; although fundraising events are needed, this is for discussion during ordinary committee meetings

Chairman's Report

I am delighted to report that TVH has been as busy as ever with virtually every week day booked for nearly all evening events throughout the year; and high usage in autumn and spring term days owing to an ongoing agreement in the autumn and spring terms with Oxford Drama School.

In addition we are still very fortunate to have ongoing income the Solar panel feed in tariff as well as low cost of running radiators which are supplied by ground source heat. The link we have in relation with Ofgem to be refunded for ground source heat has taken a small step forward without any need to raise a freedom of information request They acknowledge that we were promised that funding would be available to us. However they require a change in legislation which can take up to two years to be able to fulfil this promise. Hopefully we will eventually have positive news.

The Pop Up Pub remains a special event for TVH which is fun to run and a significant source of income. We have been really well supported by a willing group of volunteers who help. The working relationship with Martin from the Gardiners Arms also continues to work well. It has significantly reduced our workload and cuts out any waste.

I am also pleased to be able to report that the curtains purchased a couple of years ago remain in very good condition. The time may be here this year for a fresh coat of paint and it would be useful to hear thoughts on potential colourways.

We have also introduced a range of new tables mainly on the basis of the heavy weight of the larger tables which some groups have found very hard to move. Some repair work has been undertaken on the damaged surfaces to maximise ongoing use. The smaller tables can be configured into a range of shapes (long, square single horse shoe) and some larger tables are still available but stored in the container.

We have been less proactive about other changes in the pipeline such as blinds for some of the windows, The bar has been decorated but decoration of the café and committee room are outstanding. I am please to report that a new wall mounted nappy changing table has been fixed on the side wall of the large toilet area in the hallway.

Yet again I must give a special than you to TVH committee members who quietly just get on with the job. The tea towels come back fully laundered, the fridge freezer gets defrosted, the loo rolls are topped up and so forth. Sadly Marj has had to resign as Grandma duty is calling on a lot of her time but a big thankyou for your help over the past couple of years, Also a very big welcome to Nick Hawes who has valiantly taken over role as treasurer from Mike.

I must also offer sincere thanks to all those friends of TVH, who help us to provide an ongoing service to the village. It is those small but important jobs that can make such a difference such as sorted out the bins, Sweeping around bar area. Contributions however big or small all go towards making TVH a real community asset.

Finally a very big thank you to Mike who worked so tirelessly for TVH for so many years, much of which was 'silent' but critical (bookkeeping, invoice payments, meter readings – I could go on for a long time). We had a small farewell party in December owing to his planned move but to our good fortune he is still here in the village to offer his pearls of wisdom.

Discussion was held around the report, and HL undertook to draft a short disclaimer for the booking form and website. It was also noted that the Committee Room and café do not show on the website for booking purposes, and it was agreed that Mary McIntyre should be approached about amending this.

4. Election of Officers
   The following officers were elected :

   Chairman : Ms B Vaughan
   Vice-Chairman : Mr L Summers
   Treasurer : Mr N Hawes
   Secretary : Mrs K Hofman
   Booking clerk : Mr Denver

   Group representatives
   Methodist Church : Mrs J Grimwood
   Silver Threads : Mrs D Havord
   History Group : Ms H Laughton
   WI, Toddler's Group : Mrs L Dobson
   Committee members : Mrs P Rolfe.

5. Any other Business:

Mrs Dobson enquired whether a nappy bin could be installed in the disabled toilet, and Ms Vaughan undertook to look into the purchase of a bin.

Ms Laughton suggested the need to actively recruit members of the Committee from other organisations within the village, and Ms Vaughan suggested that smaller committees could be set up to take responsibility for various areas of management.

The 2021 AGM is set for 18th February 2021.

There being no further business, the meeting closed at 19.53