
Camps Village Hall Committee

Minutes of Camps Village Hall Committee Annual General Meeting held from 7.30pm on Wednesday 15th May 2024 in Village Hall.

DRAFT

Copies of the AGM Agenda and Minutes of the last AGM were made available to those attending, along with copies of the Annual Report for 2023 – 2024. The Treasurer also supplied copies of the financial statement for 2023 – 2024.

1) Welcome and apologies.

The meeting was opened by our Chair Richard Moore and secretary Terry Chapman.

Apologies were received from Mike Peirson, Beverley Garbutt and Sue Coxall.

Also present were Susie Culpin, Jo Bishop, Caroline Parkinson and Cindy Smith from the Committee along with our president Clive Germany, Holding trustee, Sue Herbert, Melanie Laing and Chris Swan

This AGM was advertised by a notice placed in the Hall exterior notice board two weeks before.

2) Approval of previous AGM Minutes dated 17.05.23.

The secretary asked if the previous Minutes were a true record and no amendments were suggested.

The approval of the Minutes was proposed by Caroline Parkinson, seconded by Susie Culpin and approved by a unanimous show of hands. There were no matters arising not otherwise noted below.

3) Matters not included below.

The Chair noted the following items for future action:

The alcohol licence application for Mike to be the account holder, designated premises supervisor and personal licence holder is nearly complete.

The frame for the acknowledgement plaque for the £5,000 bequest from the late Mr and Mrs A Chapman has been purchased.

Terry gave Richard the approved wording and Richard will add to the frame and fix in the lobby.

Following a positive response from those present, Richard will arrange further Janitor training.

Richard noted that two window locks need repairing/replacing.

The emergency lighting EL5 failed its test, probably due to battery failure. This needs to be checked.

Richard will send out instructions for the fire alarm and lighting checks.

Richard handed the record books over to Melanie.

4) Annual Report.

The secretary reviewed the Annual Report for 2023 to 2024, which presented an overview of our activities, finance and our aim to give a good quality venue for local social clubs, events and hirers. It gave a brief history of the hall, its improvements and maintenance. It listed the committee members who were elected in 2023. It listed our charitable objectives; our charitable status and contact details as required by the Charity Commissioners.

There being no questions, the Report was proposed for adoption by Sue Herbert, seconded by Jo Bishop and approved by a unanimous show of hands.

5) Chairman and Treasurer's Report.

The treasurer's report was given by our Chair, Richard Moore, having recently passed the Treasurer's role to Cindy Smith.

Richard explained that despite his early gloomy prognosis on finances going forward, he is more relaxed than before as the turnover is looking amazingly good, thanks to the grants received, CATS financial support, the new Bingo evenings and the Events Committee funding as well as a small increase in fees. Our finances are now in a good position to survive the coming year and beyond.

Richard thanked Christine Swan for inspecting the Accounts for April 2023 to April 2024, which record our income for the year being £18,870 with expenses of £18,608, giving a small surplus of £262. Our Account Balances at 5th April 2024 totalled £13,372 which will keep us afloat while we continue to improve our income.

There being no comments or questions, a vote to adopt the report and last year's accounts was proposed by Cindy Smith, seconded by Jo Bishop and approved by a unanimous show of hands.

6) Farewell statement by the Chair.

Richard (Dicky) Moore thanked all the committee and others who have supported his roles as Chairman, Treasurer and more recently Janitor over more than 25 years of his service to the Hall and community. A role that has oft-times been stressful, challenging, exciting, satisfying and fun, as evidenced by Dicky's reminiscences and anecdotes.

7) Committee resignation.

The secretary stated that the current committee now has to resign as annually required by the Trust Deed and the meeting was handed over to our president Clive Germany.

8) Election of new committee.

Our president, Clive Germany, thanked the committee members and all other helpers for their work and support during the year, with a special thank you to Richard Moore for efforts over the years and for keeping the Hall afloat during the recent Covid difficulties. Clive reminded those present of the hand to mouth existence in the early years of the original hall and was pleased to hear that the finances were now in better place.

Clive advised that seven committee members have offered to stand again and that Melanie Laing has offered to join as a trustee and Chair. No other nominations had been received.

Clive asked for a proposer for electing the committee "en bloc". Caroline Parkinson proposed and Cindy Smith seconded the motion. The committee was elected with a unanimous show of hands.

The newly elected committee members are:

Susie Culpin, Terry Chapman, Melanie Laing, Jo Bishop, Linda Shepherd, Beverley Garbutt, Caroline Parkinson, Cindy Smith and Mike Peirson. The Committee will elect their officers at their first meeting immediately after this AGM.

9) Future retirement of Secretary.

It was noted that the secretary has been in that role since 1997 and wishes to retire. The new Chair, Melanie, will promote the job advertisement and asked others to contact likely candidates.

10) Janitorial rota arrangements.

Richard has been training the committee members on the regular upkeep of the Hall and has offered to repeat the exercise. Going forward a rota will be needed to cover for holidays. Mike has offered to do the bins on Fridays. Susie will check the fire alarms this week. Melanie will be organising the rota. This will be an Agenda point for future meetings

11) Friends of Castle Camps Village Hall (FCCVH)

This new support group, lead by Chris Swan, is a positive way forward for those who want to help fundraise and hold events but do not wish to be trustees.

Chris reported that the Open Hall Afternoon with the Parish Council and other groups and clubs represented went well and raised some funds. The objective was to showcase the newly redecorated hall and some of the village activities to new and old villagers.

Chris proposed a Village Show/Autumn Fayre for the 6th, 7th and 8th September. A Jumble Sale for 8th June was also planned.

12) A.O.B

Chris Swan asked about the change of holding trustees on the title deed for the Hall lease. The secretary explained that dealing with the solicitor (as recommended by CambsACRE) is a tortuous and expensive process that is nearing completion. The new holding trustee for the 99 year lease will be the Charity Commission.

There being no other business, the departing chairman closed the meeting at 8.15 pm.