



Victory Hall, Dalston Annual General Meeting 25th March 2019

AGENDA

1. Chairman's Welcome
2. Minutes of AGM 2018
3. Secretary's report
4. Fabric Report
5. Adoption of reports
6. Election of Trustees
7. AOB

Minutes of the Last AGM 29th March 2018

Chair	Mick Ryan				
Note taker	Jane Clark				
Attendees	John Atkinson Alfred Brown Jim Callow Geoff Graham Carolyn Hodgson Stewart Hudson Jenny Hudson Pauline Occleston Colin Rowcroft Chris Scales Members of the public: Shirley Thompson, Derek Thompson Kath Eubank				
Apologies	David Dickinson Aileen West Dougal Kyle Lucy Morrison Merle Smith				
1 Chairman's Introduction			Old Charity		
<p>The chairman thanked for coming and explained format. There would be 2 AGMs one for this charity and one for the new charity. All reports are contained in the</p> <div style="text-align: center;">  VH AGM papers.docx </div> <p>attached document</p>					
2 Minutes of 2017AGM					
<div style="text-align: center;">  AGM 2017 Minutes.doc </div> <p>Mick Ryan noted that he was present at the 2017 AGM</p>					
Proposed as correct	CR	Seconded	GG	Agreed	Unanimously
3 Secretary's Report					
Discussion	See attachment at point 1				
4 Treasurer's report					
Discussion	The treasurer circulated the accounts for 2017 and commented:				
1Financially it had been a good year					
2He thanked to William Gray who had again acted as auditor					
5 Fabric Committee Report					
Discussion	Geoff Graham reflected on the progress of the proposed refurbishment				
<p>In 2016, the committee had felt hall facilities were inadequate In Jan 2017, the committee began to consider what to do to improve the hall Over the past year, we have engaged an architect who drew up plans The committee now has outline planning permission for improvements which were proposed by the refurbishment subcommittee and accepted by the main committee</p>					
6 Adoption of Reports					
It was proposed MR seconded CR and agreed unanimously that the above reports be accepted					
7 Proposal to close the charity (it had been widely advertised that this proposal would be on the agenda)					

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It was proposed by MR seconded by CR and agreed unanimously that the old charity (Reg. Charity No. 518708) should close and that the management should arrange this as soon as practically possible

1 Chairman's Introduction

New Charity

The Chair noted that this was the first AGM of the new Charity. The assets of the old charity (reg no: 518708) have been transferred to this new Charitable Incorporated Organisation. It had been agreed at the AGM of the old charity that it should close. The committee had met monthly under new charity since January. In practical terms everything was carrying on as before but under the name of the new charity.

2 Secretary's Report

See attached document above point 1

3 Fabric Committee Report

Geoff Graham noted that since the new charity was formed planning permission has been given for the new development

4 Adoption of reports

It was proposed by MR seconded by JA and agreed unanimously that the above reports be accepted

5 Election of committee

CR and DD had already indicated that they wished to resign from the committee. Merle Smith has been unwell and had indicated to GG that she did not wish to stand again, but would be happy to remain as 'friend of the hall'. All the remaining members of committee wished to continue. Aileen West has agreed to join the committee. It was proposed by JC, seconded by CR and agreed unanimously that the committee for 2018/19 should be elected as above.

6 AOB

MR presented CR with a gift in recognition of all his hard work for the Victory Hall over 17 years

Reports 2018- 2019

Chairman's Report

It's been a very busy year for the Victory Hall culminating with the builders finally getting started on the refurbishment project, more details about this are in the fabric report.

We have a stable committee of trustees and I would like to take this opportunity to personally thank all of the trustees for their time, hard work, dedication and support throughout the year, the chairman's role would be impossible without such a great team to rely on. Hopefully the coming year will not be as onerous as the last once the building work is completed.

I also want to thank all the hall users for their support, understanding and patience over the year and going forward this year during the building works, there will be some disruption to users but hopefully this will not be too problematic. The hall is a very valuable community asset which is reliant on the support of the users and the wider community and it is the trustees responsibility to maintain and manage this asset to the best of their ability to safeguard its future into the 21st century.

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Secretary's report

There have been 14 members of the committee in 2018/19. The committee has met 8 times with an average attendance of 10 members ie 70% of the membership. Geoff Graham has continued as 'acting' treasurer but is now being assisted by Aileen West who is taking on the billings etc

The 'old' charity has been inactive since its last meeting on 7th December 2017 and we have applied to the Charity Commission to close it.

The proposed refurbishment has also taken up much of the agenda. We are all pleased to report that the building work started on 18th February 2019 and we hope that work will be finished in July 2019.

An enormous amount of time has been given by the refurbishment subcommittee to make this happen.

In June 2018, the Parish Council expressed an interest in purchasing the Glave Hill car park. A formal valuation was obtained for the site. After some complications and deliberation, the committee agreed to sell the car park to the Parish Council for £50,000 subject to clauses that will ensure it continues to be a village asset. The sale has not been finalised as yet.

Derek Thompson has settled into his role as caretaker and booking clerk. The bookings procedures have been reviewed and all bookings now appear on a calendar on the hall website

Considerable work has been done attending to Health and Safety, Safeguarding and Data protection risk assessments and policies. The final policies are available on the website.

There have been minor improvements and repairs to the hall. We have a new mini kitchen in the Reading Room, a new notice board, key cupboard and mail box in the foyer. Repairs have been carried out on the boiler. However more major changes will take place in the coming months!

The free booking in 2017/8 was awarded to Fletcher's Fund and to Catherine Graham.

Treasurer's Report

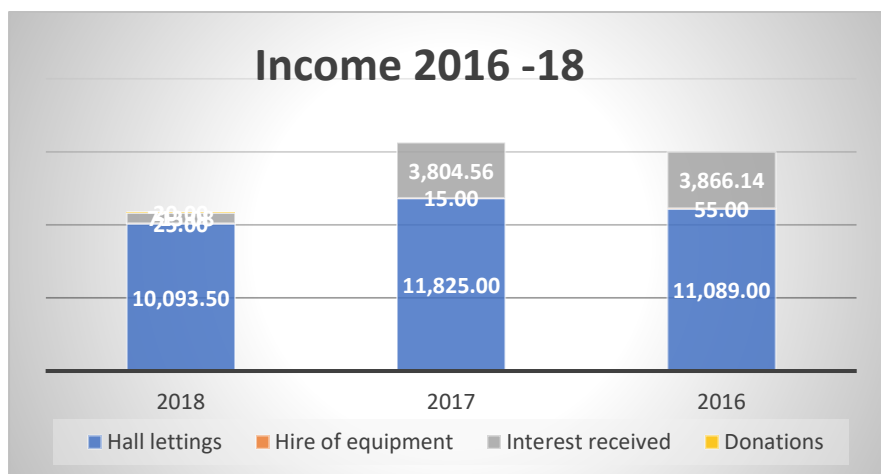
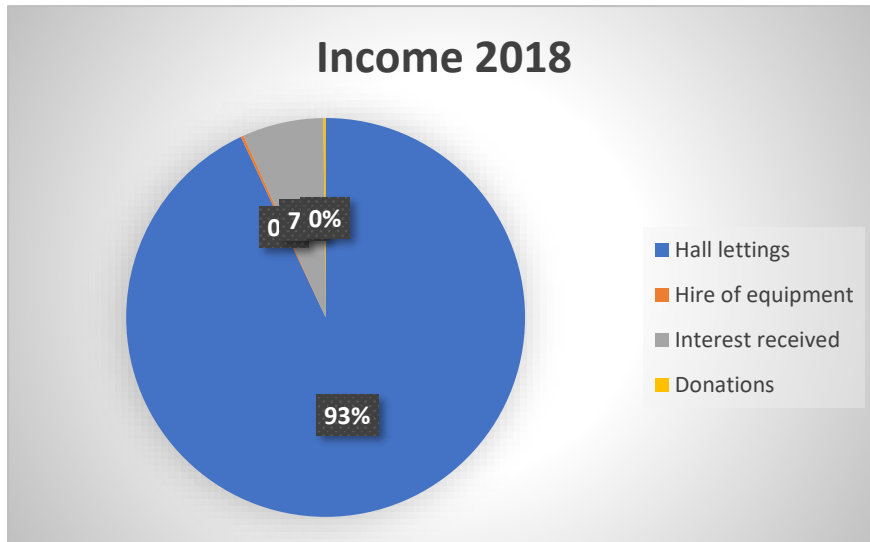
At just over £10k, hall lettings were £1.7k less than last year which together with an increase in caretaker, energy, building, car park repairs and sundry costs resulted in a deficit of £3.5k for the year.

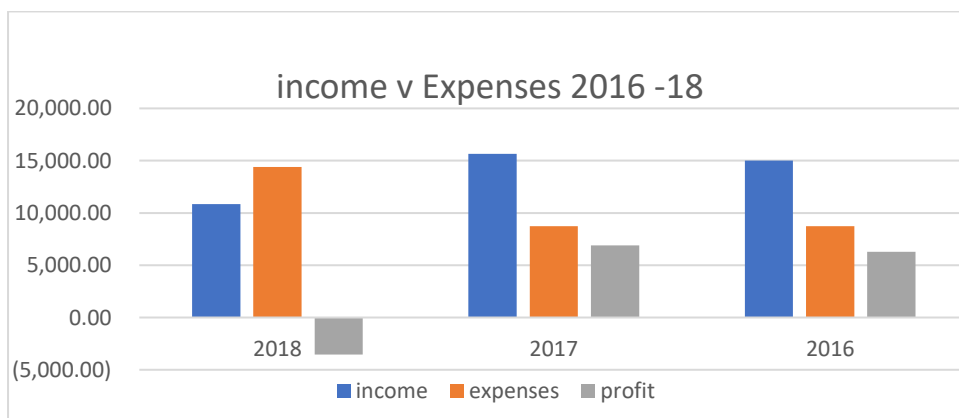
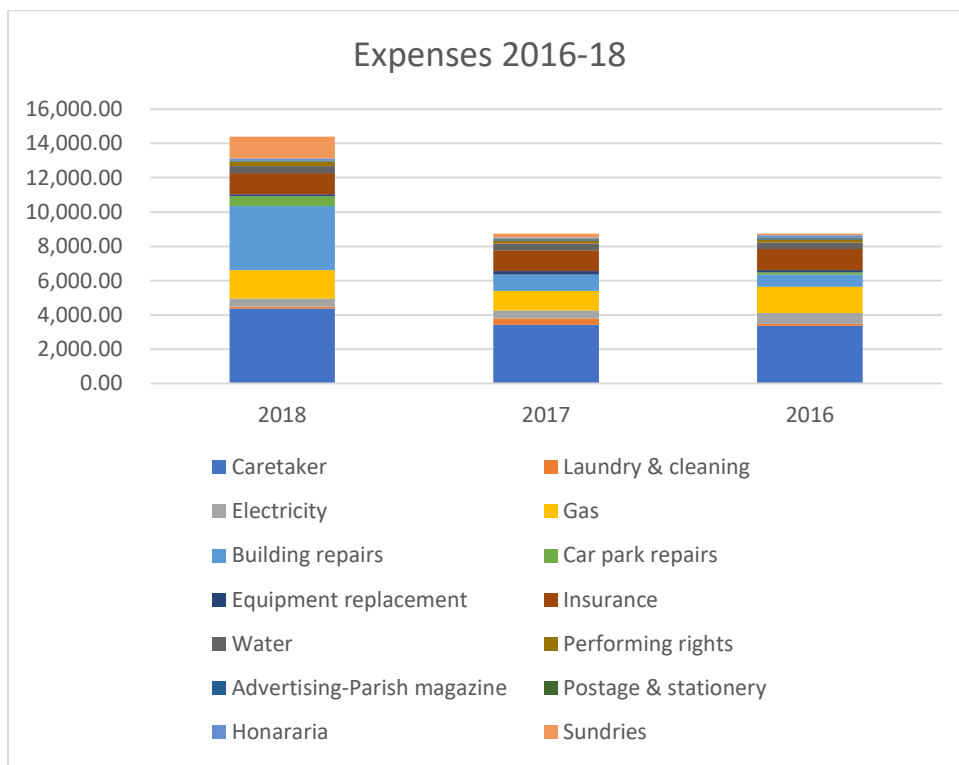
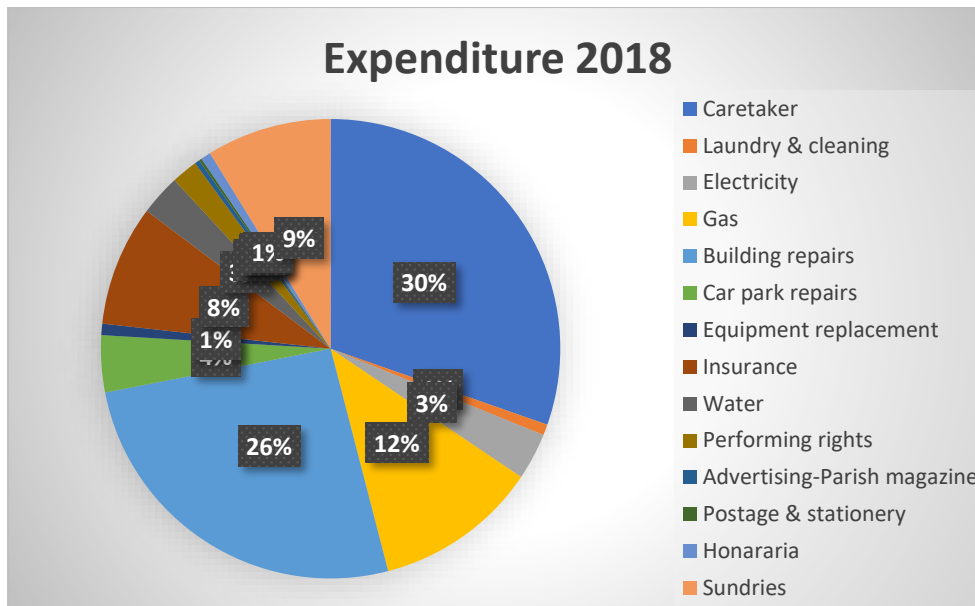
The Hall should consider working towards a modest surplus of say £5k, before refurbishment costs in 2019, and consider ways to promote the Hall's current facilities to existing and new hirers.

The endowment fund valuation shows the effect of the market correction towards the end of the year.

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The Committee should consider a phased sale of units over, say, the next 6 months to avoid any further deterioration in the funds available to finance the refurbishment project. As funds become available from unit sales, the Committee should review how best to maximise interest earned and whether funds held in the Cumberland 30 day and 40-day notice accounts achieve this objective.





Fabric / Refurbishment Report

As stated in the secretary's report there have been minor repairs and improvements carried out over the year, the most significant being installation of a mini kitchen in the Reading Room. This was essential to provide basic kitchen facilities prior to the old kitchen being demolished to make way for the refurbishment of the southern side of the building. This mini kitchen will remain after the new kitchen is completed providing a very useful additional facility at the rear of the building.

As you will have seen the builders have started and the work is progressing well to provide a new well equipped kitchen, larger more accessible store room, ladies and gents toilets and an additional disabled toilet with shower, all these new facilities will be independently accessible from the various rooms to overcome difficulties experienced in the past. The work should be completed by July.

Due to planning restrictions the front sash windows will be refurbished rather than replaced but the remaining windows and emergency exit doors will be replaced. There will be a proper fire alarm installed as per health and safety requirements, and new audio/video, multi-media and wifi facilities.

On completion of the building work the hall will be redecorated, we intend to renew all the chairs and smaller tables and revamp the front cloak room. This room will not be needed for chair storage and could be used as an additional small meeting room in the future.