

Minutes of the Annual General Meeting of

Nether Stowey Village Hall and Recreation Ground Charitable Incorporated Organisation

Held on Monday 17th June 2019 at 19:30 at the Village Hall, Nether Stowey

Attendees: Terence Abbiss, John Aldridge, Robert Booth, Elaine Bridge, Mark Cooke, Jane Erskine, Simon Freeman, John Graham, Judith Greig, Peter Greig, Wendy Hobbs, Mark Howells, Eleanor Jones, Sharon Mayell, Ian Mioller, Janice Miller, Margaret Patel, Chris Pearson, Colin Penny, Barbara Rich, Ruth Richardson, Alison Ricketts, Ian Ricketts, Ron Scales, Lynn Scales, Susan Sidery, Michelle Thomas, Mervyn Todd, Kerry Trout, Martin Trout, Mark Maktovich, Tara Maktovich (until 19:45), Gillian Browne, Mike Dear, Gary Dear, Nigel Waterman and Reverend Eleanor King

Apologies: Sue Aubrey, Norma Frood, Richard Frood, Andrew Jeanes, Jo Scoins, Luiza Pearson, Fiona Cooke, Simon Richardson, Heather Coates, Roger Stacey

Proxy votes: Sarah Freeman (to Simon Freeman), Ruth Elliott (to John Graham) and Ian Jones (to Ellie Jones)

1. Trustee Report

Michelle Thomas (MT) welcomed attendees and presented Trustee Report 2019:

- Village Hall (VH) and Recreation Ground (RG) charities were incorporated as Charitable Incorporated Organisation (CIO) on 21 December 2017.
- CIO enables village to move forward with planning and building new social/community centre, whilst continuing to manage the existing facilities.
- VH committee arrange numerous fundraising events as hirers' fees do not cover costs to run Village Hall. Grants from Parish Council are essential to maintain the building.
- A deficit in the VH accounts for the past 15 months was in line with budget forecast. Partly due to electrical repairs and maintenance as well as Jubilee Room roof.
- Insurance cost covers both 2017-18 and 2018-19.
- The committee continues to monitor all expenditure closely.
- RG committee carry out maintenance, repairs, clear litter and arrange for groundskeeping. Income is received from mobile phone mast (25 year lease commenced 2017) and hire of MUGA and playing fields by Nether Stowey Football Club (NSFC) and other users.
- A deficit in the RG accounts is partly due to installation of CCTV and fencing around the children's play area (grants were received in previous financial periods).
- Expenses to set up the CIO were paid for equally from the VH and RG accounts.
- Thanks were extended to all individuals and organisations who have helped support, maintain and improve the VH and RG over the past 15 months.

2. Treasurer's Report

Sharon Mayell (SM) presented the accounts for both the VH and RG:

- Accounts are for past 15 months and are still draft as there is a small discrepancy that she needs to investigate and reconcile.
- Accounts will need final approval at a later date once they are final.
- Accounts will be checked by an independent party; they do not need audited.
- VH and RG will maintain separate accounts as they are currently managed separately.
- The CIO costs show on the RG accounts but they have been paid equally from the RG and VH accounts.
- There is a deficit of just over £3,500.

- Deficit is due to one-off costs, as reported by MT, but also there was no pantomime last year which was a loss of approximately £1,000 income.
- Hire fees from NSFC cover most of the costs of the RG.

3. Appointment Elections

MT proposed each appoint for the members to vote:

- Sharon Mayell (retiring by rotation) for Elected Charity Trustee, responsibility as Treasurer. Unanimously agreed.
- Jane Erskine (retiring by rotation) for Elected Charity Trustee, responsibility as VH and RG Co-ordinator. Unanimously agreed.
- Robert Booth for Elected Charity Trustee, unanimously agreed.
- Mark Cooke for Elected Charity Trustee, unanimously agreed.
- Simon Freeman for Elected Charity Trustee, unanimously agreed.
- Eleanor Jones for Elected Charity Trustee, unanimously agreed.
- Jo Scoins for Elected Charity Trustee, unanimously agreed.

Simon Freeman advised that there was no requirement to define the role that each Elected Charity Trustee will fulfil.

Robert Booth informed members that he has lived in the village for 13 years, was on the Parish Council and is now involved with the NSFC. He advised that he is excited to be part of the this exciting project.

Mark Cooke informed members that he is a director in the NHS and has a finance background, he has lived in the village for 4 years and loves Nether Stowey and wants to support the village in any way he can.

Simon Freeman (*SF*) informed members that he is a solicitor and has lived in the village for 5 years. He hopes he can bring his professional skills to help with the CIO.

Eleanor Jones (*EJ*) informed members that she is passionate about maintaining and improving the village. She has lived here for 2 years and helped another organisation win funding from HCP.

MT expressed Jo Scoins' apologies for not being at the meeting and advised that Jo has a passion for fundraising and has organised many of the past events for the VH and RG.

4. Nominated Appointments

MT notified the members of the appointment of Andrew Jeanes as a Nominated Charity Trustee by Nether Stowey Parish Council. She asked if there were any objections. His appointment was unanimously agreed.

5. Resignations

MT confirmed her resignation from the VH committee and expressed her wish to return as a Trustee in the future, but not at this time. She advised that it was time for others to take over but that she will support the new CIO as much as she can.

6. Questions

MT asked the members if there were any questions.

John Graham asked where the CIO is regarding fundraising from outside sources.

- MT advised that a new business case needs to be created now that we have the CIO established. This must be done in order to apply for any funding.
- She thanked him for the past work he had done on applying for National Lottery funding and regretted that it hadn't been possible to use his work until now. It will need updated, but all his work is there to be used now.

Gary Dear asked if the CIO has to fully fund itself.

- MT confirmed that it does. Potential sources of funds will be Viridor, EDF, National Lottery and others. Also the sale of the current VH site. Funders want to see a collaborative plan for the future involving all organisations of a village and that there is match funding.
- EJ advised that a previous quote for building a new village hall was £1.2 million but that she hoped we would be able to do it for less. She said that we now have the momentum and drive to get this done.

Gary Dear asked how people can get involved who hadn't put themselves forward as Trustees but who may be interested.

- SF advised that there are a maximum of 12 trustees for the CIO. Other organisations in the village will be asked to elect someone to represent them on the CIO. There is no real need for more trustees, but the project will be run through numerous committees and that is where people will be needed to run these committees. He stated that it is vital that responsibility for the project be shared amongst many.
- SF commented that there are historic and new skills in the village and that the current funding opportunities available won't be here forever. Fact that Nether Stowey has not had any funding so far from HCP could put us in a better position to ask for a larger amount of money.

Terry Abbiss asked that everyone be kept informed of progress on a regular basis so that the current enthusiasm for the project doesn't fizzle out.

- EJ confirmed that her main role will be as Communications Officer for this very reason. She will have updates in the Quantock Messenger, on social media and will also go to talk to Mothers' Groups and other groups.

7. Close

There being no other business, MT declared the meeting closed.