

**MINUTES OF THE PARISH HALL ANNUAL GENERAL MEETING**  
**HELD ON MONDAY 15 MAY 2017 IN MAIN HALL**

**PRESENT:** N Irwin (Chairman), A Daily (Secretary), P MacDonald, A Martin, D Martin, M Stickland, and 3 members of the public.

**1. APOLOGIES:** received from P Crawford, S Dwyer, J Le Grice, C White, L White, B Zaffiro, G Marshall and K Marshall.

**2. MINUTES OF THE 2016 AGM**

Minutes of the previous years AGM held on 3 May 2016 had been on display on the Parish Hall noticeboard and on the Parish website and were taken as read. Chairman proposed they be accepted and was agreed by all. The Chairman signed and dated the minutes.

**3. MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

**4. CHAIRMAN'S REPORT**

The Chairman, Neill Irwin, said he and all the committee take serving the community very seriously and he would like to thank all the officers and members, especially Karen Levitt and Midge Elliott who have left in the past year. He said it was important to remember the hall is here for the community and is not a profit making enterprise. A special welcome is extended to Anne Russell who has taken over the role of online booking secretary; Diane Martin continues to take care of the hall side of things.

Many people attend the various entertainments staged and then help to clear away tables and chairs, a pattern has been established which works well.

Details of tonight's meeting were advertised on the website, but unfortunately not many people attended. The minutes of all the committee meeting back to 2002 now feature on the website and Paul Martin is working on setting up alerts for when new minutes appear.

Neill showed slides of events from last year and then outlined events for 2017. Typical events were Rackets, a Quiz night, Plant sales, the Autumn Fair, Musical evenings such as Jonathan Delbridge and Festive Flutes. Private bookings were for events such as Kurling, children's parties and weddings. A new venture for last year was the Open Gardens; which Sue Dwyer made a very good job of, lets hope next years will be even better. Upcoming events include the Cheese and Wine, Family Fun, Autumn Fair and Tim Kliphaus, All will be advertised on the website and Village Voice.

Pat Macdonald thanked Neill for chairing the meeting and for all his work at the Hall.

**5. ACCOUNTS FOR YEAR ENDING 31.12.16**

In the absence of Lisa White, Mike Stickland distributed the accounts and read the report.

The Parish Hall has had another solid year. The solar panels installed in 2011 continue to represent a tremendous return bringing in a total of £2119.84, which is similar to 2015. The job of Treasurer is much easier using the Solar Accounting Programme that produces invoices, receipts, statements and different kinds of reports, it enables emails to be sent to Hall users, saving time and money and invoices are nearly all paid through the banking programme. Only one cheque was written last year.

As the Parish Hall is now 11 years old some items are coming to the end of their lives and will need to be replaced.

Our income increased in 2016 mainly due to donations and grants towards new equipment made during the year.

1. A most generous parishioner donated the funds of £1375 required to prepare a new disabled parking bay and £200.14 to install a sensor light for the bay.
2. Devon County Council provided a grant of £2000 from the invest in Devon Fund to enable the Hall to purchase a new floor cleaner and an up to date laptop computer. The floor cleaner has improved the presentation of the hall for all users but in particular activities involving floor work, often in bare feet, such as Pilates, Tai Chi, Yoga and Nia. It has also reduced annual expenditure on external contractors to oil the floor from £597.42 to £144.24. The Hall had a number of laptops all over 10 years old which were unable to run up to date software.
3. Probus in Thurlestone closed last year and their remaining funds were split between several charities and the parish hall received £271.81.
4. George Hubbard continues to save his 20ps in the shop for the Parish Hall, last year we received £60 and Juliette Atkin continues to support the hall with her donation of £50.

The car parking permits increased in 2016. There are 5 holiday homes, 1 with 2 spaces. £75 is also received from Friends of Thurlestone School towards the maintenance of the car park.

Bookings for weddings remained the same.

Our events income and expenditure have both fallen and it is these events throughout the year that keep our finances healthy, but the Hall does rely on the support of parishioners for these. We cancelled one event and were in danger of cancelling another because of lack of support. However, we did have a very successful Wine and Cheese lunch to celebrate the Queen's 90<sup>th</sup> birthday, the Open gardens event was extremely successful despite the atrocious weather, the Family Fun evening went well as did the Autumn Fair.

Uncategorised income in the past has come from monies earned by colour printing the Village Voice Front Cover and Teamakers. However, Village Voice has now purchased it's own colour printer so this source of income has gone. Though the expenditure on ink has reduced considerably.

The expenditure on new equipment includes the disabled parking bay for which we received a total donation of £1575.14, a new hearing loop (638.40), additional mugs and cutlery (£134.06), the floor cleaner (1296.00) covered by grant, the new laptop (£724.92) also covered by grant, the new remote locking system (594.60) and new CCTV Cameras (£1989) for which we have recently received a grant of £1910.60 from Devon County Council TAP funding.

Utilities are on a monthly payment scheme for electricity, telephone and Internet. We made considerable savings switching from BT to PlusNet.

Our Caretaker resigned in October and hasn't been replaced. The front door now operates remotely and users of the Hall have been given a unique code to gain access. We now have a regular cleaner and overall should save money on caretaker duties. However we did use professional cleaners for November and to deep clean the toilets and kitchen.

The repair bill is made up of PAT testing, Dart Fire Protection checking fire extinguishers and fire alarms, Oil Burner Services for the boiler and the 5 yearly electrical check together with a number of smaller items.

The Parish Hall remains a huge asset to the residents of Thurlestone, West Buckland and Bantham. Our hire rates are extremely competitive and see no need to increase them at this time. The whole parish should be proud of their Parish Hall.

Finally, a very big thanks you to our Independent Examiner, Gavin Price, who is so impressed with our accounting system.

Neill proposed the adoption of the accounts, Pat Macdonald and Diane Martin seconded this.

Robin Macdonald asked if all costs have been recovered for the initial outlay of the solar panels? Not yet but it has proved a good investment especially with low interest rates. Neill proposed the retention of our external examiner, Pat MacDonald and Diane Martin seconded this.

## **6. ELECTION OF OFFICERS**

The Chairman, Treasurer and Secretary will stand for the coming year, seconded by Mike Stickland and Anna Martin and were elected by the meeting.

Neill gave notice this will be his final year, he is the longest serving Chairman and will stand down at the end of the coming year.

## **7. ANY OTHER BUSINESS**

No matters arising.

Neill thanked everyone who attended.

Meeting closed at 6.15