

AGM Minutes: Garvald Village Hall Committee (GVHC)

Wednesday 29th January 2014

Attendees: Barrie Ash (BA,) Chair; Hazel Clark (HC,) Treasurer; Katy Mowat (KM,) Secretary; Vickie Short (VS;) Jean Casey (JC;) Laura Young (LY;) Phillip White (PW;) Alison Barnes (AB;) Jim Pattison (JP;) and Jimmy Thompson (JT.)

Apologies: Caroline McGregor; David Walls; Heidi Ingram; Karl Ingram; and James Mowat.

Chair's Report

- BA began by extending a warm welcome to all attendees, and encouraged them to ask lots of questions throughout the meeting
- He went on to review the activities of the Hall's management committee in four key areas:
 1. Maintaining and improving the building, both routine and ad hoc work
 - Routine tasks include fire safety, like weekly alarm tests and annual extinguisher maintenance
 - Ad hoc projects include the replacement and draft proofing of the West Exit Door, the boiler room renovation and renewal and painting of external woodwork
 2. Making the Hall available for use
 - It was noted that there are normally c 25 to 30 "hires" in any given month
 - Some of these are routine, like the Post Office and Councillors' Surgeries, whilst others are unique e.g. parties, weddings, and seminars
 - Weddings were noted as an important source of income, but also a significant burden on the management committee, hence a limit being imposed of six per year
 - Special mention was made of the village website, which has directly led to a number of hires
 3. Creating opportunities for village events
 - The management committee have put on a number of events, e.g. Plant Sale, Jumble Sale and Christmas Fair, which have raised funds for the Hall
 - The Hall has also been used as a venue for the Flower Show, as well as the kiddies Halloween and Christmas parties
 4. Ensuring that the finances are in good order
 - It was noted that hire charges and fundraising events generate significant income for the Hall, but that it was also the beneficiary of numerous grants
 - Particular thanks were given to GMCC, which has awarded both Crystal Rigg Community Development and Local Priorities Fund funding to the Hall for maintenance projects
- Following this review, BA offered thanks to various parties – to his fellow members of the management committee, and in particular Treasurer HC and Secretary KM, and to all those in the Village who have given their time to support the Hall
- He finished by saying how proud he was of all that had been achieved, and invited questions from the floor - see below

Treasurer's Report

- HC distributed a copy of the Hall's Balance Sheet and P&L, before running through the salient points
- Income was up year-on-year and costs were down, which made for a healthy surplus (£4,928.20) and boost to reserves (£13,894.69 as of July 31st 2013)
- Like BA, she gave thanks to GMCC for their generous funding of big projects like the renewal and painting of external woodwork
- Moreover, she thanked Garry MacGregor who kindly audited the accounts for us, ahead of submission to the Scottish Charities Commission
- She finished by inviting questions from the floor – see below

Committee and Trustees

- BA reported that it had been a year of change on the management committee, with the departure of longstanding members like Davy Hood, Ian Anderson and Jean Casey - to whom he gave a vote of thanks
- Two new members had been recruited, namely Jim Pattison and Lana Bambridge, although the latter had sadly had to leave as she'd moved out of the village

- The important role of the Trustees was also highlighted, specifically their responsibility as nominal “owners” of the building and land
- All the Trustees were encouraged to take an active interest in the ongoing work of the management committee – and of the current three, VS was cited as the most involved and given a vote of thanks
- BA finished by asking if anyone present were willing to join the management committee, and LY kindly offered her support
- It should also be noted that AB congratulated the committee, and offered support on an ad hoc basis, and JT agreed that the management committee were doing great work

Questions Arising from Reports

- JT asked about the substantial reduction in electricity costs year on year? HC replied that she had shopped around and managed to secure a much more favourable tariff
- JT asked about the difference between “regular” and “occasional” rents? HC replied that the former were repeat hires like the Post Office and Councillor Surgeries whilst the latter were one offs like weddings and parties
- JT asked why wedding hires had been limited to 6 per year? BA and HC explained that this had been a management committee decision – weddings are time consuming to supervise and have the potential to disrupt the village
- PW asked about the financial impact of limiting weddings? HC explained that the impact on income should be negligible as the charge for the six hires had been increased commensurately
- AB asked who hired the Hall for weddings? BA replied that some had already been to an event in the Hall, but added that the website was also proving a useful marketing tool
- PW asked about feedback from wedding hires? BA replied that it was largely positive
- BA asked about the significant reduction in Calor Gas and Electricity costs year on year? HC reported that it was largely due to the timing of deliveries, and therefore bills
- JT asked why the 100 Club bank account is kept separate, and is not therefore accounted for as part of the reserves? HC replied that this was historic, i.e. that we had long been advised to keep them separate. She also added that it was the intention to spend the 100 Club surplus on new stage curtains over the course of this year
- JP asked if Crystal Rig Community Development Funds could be applied for to finance village events? PW replied on behalf of GMCC, saying that every application would be considered on its own merits
- PW said he had recently been to Cockburnspath Village Hall, which had installed acoustic panels, and asked if we had considered doing something similar? BA said the management committee would look into the matter. Phillip will provide us with some initial information in order that we might begin consideration.
- PW also asked whether we had considered purchasing a microphone and amplifying system for meetings? Again, BA said that the management committee would look into the matter.
- AB asked who the Hall’s trustees were? BA named them as Hugo Straker and Ian Marr as well as Vicky Short
- JT asked about the number of management committee members? BA replied that there were now six, but the constitution sanctioned 10 so we would like to recruit more