

# Shuttington & Alvecote Parish Hall Committee

## Minutes of the Annual General Meeting held on Sunday 31 May 2009

### 1 Apologies

Tilly May (borough councillor), sent her apologies.

### 2 Welcome

The Chairman welcomed Judith Tattersall (Chairman of the Parish Council and Trustee), Brian Frost (designated Parish Council representative), other members of the Parish Council, Dog Training Club representative, Gary Clives (Trustee), members of the public and the Parish Hall Committee. He detailed the agenda for the meeting and suggested that Valerie of Canine Community Central (a dog training club), who was hoping to book the Hall on a regular basis, be invited to make her brief presentation before his report as she had to leave early.

### 3 Canine Community Central

CCC is a small community of like-minded people with different breeds of bulldog (not pitbulls!) who want to set up their own field day events with a lure machine to time dogs over a set course which would benefit both CCC and the Hall. Valerie stressed that it is not a closed community and is open to any dogs and dog owners who abide by the rules. CCC trains all year from 12 noon once a month on Sundays, depending on weather so it would not conflict with the footballers. Kurt Kovach raised a concern regarding parking at the same short time for both organisations; Gary Clives responded that there would be room on the grass in the unlikely event of the bookings overlapping. Mike Smith raised a question about possible dog fouling and Valerie responded that they will leave the field as they find it, as do the Whippet Club. Valerie stressed that their dogs are not on the dangerous dogs list. The longest run is 200 metres which would run from the bottom hedge up to the kick wall area, leaving room for other casual users of the field. The agreed rate is £40 per session, not payable if the event is not held, for example due to bad weather. Gary Clives will send a booking form to Valerie and arrange the date of the first meeting (meetings normally to be held on the last Sunday in the month).

### 4 Chairman's Report

The chairman reminded attendees that the function of the Parish Hall Committee was to manage the Hall, its upkeep, maintenance and lettings and to arrange some functions over the year for the Parish such as Family Skittle Evenings, quizzes, music events, or Live and Local events (for enjoyment and fund-raising).

He thanked the committee for their contribution over the past year: Gary and Chris Clives for continuing with the day to day running of the hall, bookings and cleaning,

A big thanks to Mike Smith for monitoring electricity usage and charges, and Derek Tattersall. As ever their work with Gary Clives on hall maintenance has been essential. Our newest committee member, Jonny Robertson from Alvecote, also helped with working party and purchasing.

The chairman thanked treasurer Ray Wood for his accounts and legal expertise, setting up the trustees and dealing with the Land Registry. Finally he thanked Lynda Kovach for her admin support with the minutes and liaison with the Parish Council and village webmaster and Alison West and Pinny Smith for their contribution to fund-raising events.

The chairman then reviewed the main events of the past year:

#### **Communications:**

**Parish Council:** A joint meeting with the Parish Council was held on 18 November, resulting in the land transfer and a decision to appoint a Parish Council representative to serve on the Parish Hall committee.

**Parish Plan:** Mike Smith & Kurt Kovach are representing the Parish Hall on the new Parish Planning group.

<b>Website:</b>	Information about events, composition of the committee, previous minutes etc is now sent on a regular basis to Mark Blackburn, webmaster.
<b>Opencast:</b>	The Hall has been an essential venue for these well-attended public meetings.
<b>New sign</b>	A new sign has been erected by Paul Cotterill above the entrance at no charge.
<b>NWBC</b>	A Health & Safety (Food Hygiene etc) inspection was carried out by North Warwickshire Borough Council and the Hall passed with flying colours.
<b>Working parties</b>	Working parties to carry out essential maintenance were held on 25 Oct, 31 Jan, 1 Mar and 31 May.
<b>Grants</b>	None were applied for this year due to committee members' other commitments. Any offers of help with this would be welcome. Derek Tattersall has spoken to Mavis Wilkins about a grant for 12 large 6' x 2', 6 small tables 2' x 3' and 60 chairs which is well within the scope of the grant.
<b>Quiz</b>	A family quiz evening took place on 27 September
<b>Live &amp; Local</b>	Musician Gordon Giltrap was a sell out on 29 November
<b>Open Mic Night</b>	A new and very successful family event was held on 7 February with another one due on 20 June.
<b>Skittles Evening</b>	These family events were held on 6 September and 25 April
<b>New bookings</b>	Atherstone Youth Marching Band, 4 Computer Gaming Weekends

Looking to the future, the Chairman commented that there are positive signs of more local involvement in the hall. The Parish Plan will hopefully also lead to more local use. He stated that the committee would continue to maintain the fabric of the hall and make improvements, for example replacing the tables and chairs. The committee will continue to put on our own fund-raising functions.

## 5 Treasurer's Report

The treasurer presented the accounts for the year ending 31 March 2009 (see attached accounts). The current account stands at £11,215.70. The deposit account stands at £566.60.

The drum school is still our main source of income. The electricity bill has gone down, but building maintenance and consumables have increased. Caravan club income has increased. Lettings and events profit is similar to 2008. Cleaning costs have increased and playing field income has decreased as we have dropped two football teams. Insurance has increased but water charges have decreased significantly.

## 6 Bookings Secretary's Report

Most of the booking items have been covered by the treasurer. New bookings occur as some existing ones stop, for example there is no band practice now.

## 7 Election of New Committee

Judith Tattersall expressed her thanks that Mike & Pinny Smith, Kurt & Lynda Kovach and Gary and Chris Clives have been involved with the hall for 20 years. She expressed the hope that the Parish Plan consultation will involve villagers in the Hall. She thanked Ray Wood for his legal support.

Judith Tattersall proposed and Brian Frost seconded the proposal to re-elect the committee en bloc, with the welcome addition of Councillor Brian Frost as Parish Council representative.

The committee comprises the following:

Chris Clives, Gary Clives, Brian Frost, Kurt Kovach, Lynda Kovach, Jonny Robertson, Mike Smith, Pinny Smith, Derek Tattersall, Alison West and Ray Wood.

## 8 Any Other Business

**Bollards:** Derek Tattersall brought along reflective paint and stickers to apply to the car park bollards at the next working party.

**Barrier:** The Parish Council have asked Brian Frost to raise the point about installing a lockable barrier at the entrance to the Hall to prevent unauthorised users causing problems (usually at night). Mike Smith suggested we ask our Police Community Support Officer to visit the premises occasionally. It was agreed to discuss this at the next meeting.

## **9 Close & Next Meeting**

The next committee meeting is to be held on Tuesday 23 June at 8pm at 19 Main Road, Shuttington as the Hall is booked. The chairman thanked all for attending and closed the meeting.