

**MINUTES OF THE ANNUAL GENERAL MEETING OF TRUSTEES HELD AT
7.30 PM ON 13th August 2018 AT BAWDESWELL VILLAGE HALL**

Present

TRUSTEES

James Lilwall **Chairman**

Jason Waller **Vice-Chairman**, Lindsay Kuczma **Secretary**, Jason Waller **Treasurer**,

John Mallen **Booking Clerk**, David Cockburn **Web Site**

Josie Beach & *David Cockburn* **Members Reps**

Trustee Members Carolyn Good, Rob Edwards, Rita Edwards, Julia Waller, Jo Porter, Sue Whiting,
Rebecca Ledbury **Social Media Lead**

Sue Lilwall, Angela Thompson, Bill Cunliffe, Ann Toomey, Vicky Reynolds, Gordon Whitehouse, Frank Moore

Apologies

John and Marietta Menzies, Emily Mustow, Annette Wright

Welcome

The Chairman welcomed everyone to the meeting, especially those who are not trustees but who have an interest in the hall and what is being done.

Minutes and Matters Arising from the Minutes

The Minutes of the previous AGM held on 12th July 2017 were circulated to those present, were agreed by those present in 2017 (proposed David Cockburn, seconded John Mallen) and signed by the Chairman.

Chairman's Report

The Chairman, James Lilwall read his report (see full copy attached and on the Bawdeswell Village Hall website) which focussed on the tremendous successes which have been achieved in the year. On all levels we have surpassed the business plan and social commitment. New Trustees were welcomed and there is now a complete team. Trustee meetings now take place every six weeks, and an Operations sub-group has been formed to facilitate the better management of the Hall. Bookings are up, and from increasingly varied clients. Advertising of the facilities is best through footfall, and the unique set-up/down meet-and-greet service we offer is greatly appreciated, contributing to further bookings. The rates we charge are considered fair, and costs are kept down through good financial management. We are investing wisely in improvements to the Hall (eg the current decorating). The Chairman thanked the Trustees and Volunteers for their continuing hard work which greatly contributes to our USP in attracting users.

Presentation of Trustees' Reports and Accounts (see attached)

Jason Waller reported that the Accounts are still to be signed-off by the auditor.

He tabled a statement of Hall Profit & Loss 2018, the Balance Sheet and the Statement of Financial Activities showing total Unrestricted Funds of £18,606 and Restricted funds of £633,352 to 31st March 2018. Discussion followed of the implications of the Financial Report.

The Chairman thanked JW for all he was doing to keep the books and prepare accounts each month, showing such good results, saying there are many businesses that would be happy to see the same level of growth.

Notification of Appointed Trustees

Parish Council - James Lilwall and John Mallen
User Groups - David Cockburn and Josie Beach

Election of Trustees

James Lilwall (Chairman) – proposed by Jason Waller, seconded by David Cockburn
Lindsay Kuczma (Secretary) – proposed by Jo Porter, seconded by John Mallen
Jason Waller (Treasurer) – proposed by Carolyn Good, seconded by Rita Edwards

David Cockburn, Josie Beach, Carolyn Good, Rita Edwards, Rob Edwards, Julia Waller, Sue Whiting, Rebecca Ledbury – proposed by Bill Cunliffe, seconded by Frank Moore

Charity Commission Issues

None to report

Any Other Business

- Vicky Reynolds (WI) congratulated the Village hall team on the upkeep and welcoming nature of the Hall, which is lovely to use. We are definitely at the top end of the Village Halls in Norfolk.
- David Cockburn gave particular thanks to Robin Taylor, who although not a Trustee, gives considerable help with running the cinema and gives a great deal of technical assistance to users.

The Chairman closed the meeting by thanking all trustees for the good work done this year.

The meeting ended at 8.05 pm