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| **MINUTES of the 2021 Annual General Meeting held on 21st July 2021**  Westoning Village Hall  Registered Charity No 300080  **at 7.30 pm at Westoning Village Hall** | |
| |  |  | | --- | --- | | **Present**:  Jill Ellis - Chair (Village Resident)  Heather Valentine - Treasurer (Co-opted)  Sarah Eglinton-Williams (Village Resident)  Caroline Luff (Parish Council Representative)  Pat Crowe – Minutes (Village Resident) | Rebecca Caird (PCC Representative)  Joyce Corless (PCC Representative)  Andy Rayment (Parish Council)  Sue Pestell – (WI) | | **In attendance:**  Paul Ellis (Village resident)  Bob Williams (Village resident)  Gemma Hill (Village resident and Hall Warden) |  | | |
|  | The Chair welcomed everyone to the AGM, and introductions were made.  **Apologies for Absence** were received fromJan Crofts - Correspondence Secretary (Westoning Players Representative) & James Crofts |
|  | **Minutes of the last Annual General Meeting** (17th March 2021) were accepted as correct.  Proposed by Caroline Luff and seconded by Jill Ellis. |
|  | **Matters arising:**  There were no matters arising from the last AGM. |
|  | **Chairman’s Report**  As the financial year started in April 2020 lockdown was still a very new and novel experience. We had no idea how long it would last or that some activities would not have returned more than a year later. We all had to learn how to use Zoom and participate in meetings online instead of being in the hall. The committee were able to undertake various small maintenance jobs in a socially distanced manner. Hand sanitiser was purchased and other preparations were made for re-opening which eventually happened on 6th July but the Covid 19 restrictions meant only a few activities could return. Another lockdown in November and then from mid-December until May 2021 meant the hall was only open for four months during 2020/21. Several Government support grants were received and Council Tax payments were suspended. We now realise that it’s going to take some considerable time before hall usage returns to pre-pandemic levels.  It was impossible to hold fundraising events during periods of Covid 19 restrictions so we were very lucky to have launched the Share Club prior to the first lockdown as it meant a small steady flow of income which was supplemented by community recycling payments. Five of the seven capitol grants applied for were successful and with the help of the Robert Lombardelli Partnership tender documents were sent out for construction of a new entrance and toilets. Work eventually began on 15th February 2021. Originally it had been intended that the hall would remain open during the building work but it soon became apparent that would have been difficult so lockdown had its advantages. Demolition of the old Gent’s toilets revealed the complete foundation stone and it was decided to have it removed, cleaned and incorporated into the new building so everyone could see it. The building work aroused a lot of interest from passers-by.  Unfortunately the gas water heater in the kitchen failed its annual check and replacement parts were not available. As the gas supply pipe was deemed too small for modern gas appliances the decision was taken to fit an electric water heater. It had always been the intention to move the electricity consumer unit to a more convenient location during the building work and following advice from our electrician the decision was taken to upgrade the supply to 3 phase as well.  A big thank you to everyone on the committee for coping with all the Covid-19 Secure Regulations. A great many halls didn’t open between lockdowns. I must thank, our warden and her husband, for coping with all the Covid-19 cleaning, managing all the bookings and cancellations, etc. And I mustn’t forget to thank all the volunteers who were called upon to do odd jobs around the hall.  The Chair was thanked for her hard work this year and the members of the Building Sub-Committee and supporters were also thanked for their contributions. |
|  | **Treasurer’s report**  The Treasurer had shared two sets of accounts, one for 2019/2020 and the other for 2020/2021 prior to the meeting and via the website. Copies were also given to the members of the public in attendance.  In each pair, one is the formal public document which the Reviewer had signed and the other contained the breakdowns for the Committee.  It is recognised as good practice to have the present year’s accounts and the previous year’s accounts available so comparisons can be made between the two years to see if eg fees may need adjusting.  The comparison with the previous year, albeit an extraordinary one of limited income streams and grant receipts from Central Bedfordshire Council for the Pandemic, was explained and there were no areas of concern. The charity was in a good financial position.  The Committee thanked the Treasurer, Heather Valentine, and her husband, Brian Valentine, for their hard work ensuring the Accounts were submitted and examined by an independent examiner, David J Wardell, FCMA. The Accounts were accepted. Proposed by Sue Pestell and Seconded by Caroline Luff. |
| 6. | **Election of three Village Representatives**  In line with the AGM protocol, and until the new Chair is elected at the next Committee meeting, Caroline Luff led the election of the Village Representatives.  Jill Ellis, Pat Crowe and Sarah Eglinton-Williams were proposed by Caroline Luff and seconded by Rebecca Caird. They were elected unanimously. |
| 7. | **Any Other Business:**  Bob Williams requested confirmation of the official Opening date following the new build: 4th September 2021.  Members of the public were interested in plans for the “old” toilets once the new facilities are in use and it was agreed that these would be decommissioned and consideration given as to how to use the space going forward. This would be added to the maintenance priority list for consideration.  These currently are   * the small windows above the internal door do not have lintels supporting them and may be subject to movement * the gully between the storeroom roofs (which leaks at times) * the hall floor * review the entrance gate/hedges (suggestion of railings to replace the hedge and open up the view of the new entrance)   As there was no other business, the AGM was closed and members of the public were thanked for attending. |
| 8. | **Date of next meeting – AGM 2022**  The next AGM will be held on Wednesday, 15th June 2022.  The meeting closed 8.00 pm. |