

WEST WRATTING VILLAGE HALL MANAGEMENT COMMITTEE

ANNUAL GENERAL MEETING

Minutes of the AGM held on Monday 11 December, 2023

Present:	Mike Rowland	Diana Edwards	Mick Lock
	Tim Bonfield	Martin Davey	Nigel Heath
	Becky Gilley	Sisse McCall	Suan Rowland
	Simon Chandler		

1. **Welcome and Apologies:** The Chairman welcomed everyone to the meeting, including Sisse McCall, Simon Chandler and Suan Rowland who were observers. Apologies for absence were received from Sherry O'Donovan and Maggie Attewell.
1. **Minutes of 2022 AGM:** The Minutes of the AGM held on 12th December 2022 were proposed by Becky Gilley and seconded by Tim Bonfield as an accurate report of the proceedings. These were then signed by the Chairman.
3. **Matters Arising:** None.
4. **Chairman's Report:**

The management committee has again held five face-to-face meetings this year.

Village hall bookings have been well sustained, and I am delighted that these can once again be viewed on the calendar page of our recently improved village website. Our regular weekly sessions are for Tai Chi, dog physiotherapy, FitSteps and the monthly Saturday Café. Following the cessation of the Keep Fit sessions, we have been grateful to have a second FitSteps session. Two of the Saturday Cafés have been very successfully augmented to Café Studios, displaying art and craftwork.

Despite increased energy costs we have still not increased our hire fees. Our bank balance is similar to this time last year and our financial situation remains healthy.

Maintenance issues are always with us. Replacing missing or cracked tiles by Price Right Roofing has cured the leak from the porch roof. More seriously, cracks continue to appear in the end walls of the main hall. A structural survey has been carried out by Andrew Firebrace & Partners and, following their recommendations, trial holes will be sunk to investigate the footings. We hope that further deterioration can be prevented by the use of helix reinforcing rods and brick ties. When this work is carried out we will have the brick wall bordering the front steps repaired, and the small front gate reinstated. Painting the north façade of the hall has been deferred until next year.

Internally, routine servicing of the fire alarm system and of the boiler has been done. Consideration is being given to putting in an additional ventilation point to address the persisting problem of oil fumes at the far end of the toilet block. A leak in the disabled toilet has been repaired and a faulty door lock replaced in another toilet.

Following numerous reports of people staying away from social events because of the impossibility of holding normal conversations in the main hall, the longstanding problem of acoustics is at last being addressed. Three quotes were obtained for the installation of acoustic panels and a grant application for the installation of adherent panels has now been submitted to the Cambridgeshire Priorities Capital Fund, with an additional component for simple external storage.

We are delighted we now provide a free Wi-Fi broadband connection to our users and this has already been put to use. In the kitchen two unusable microwave ovens have been removed and replaced by a simple user-friendly model.

Externally, in addition to regular grass and hedge cutting, Ash Tree Services have dealt with trees overhanging the hall roof and further tidied the boundary hedges.

The Lamb Yard site has now been sold for development and we are waiting to see what S106 monies will come available.

I mention no names in this, my valedictory report. Members and officers alike have done sterling work throughout the year. I am happy to stand down after 18 years on the committee, with the past 11 years as chairman, knowing that our much-loved village hall remains in good hands and will continue to receive the care and attention it needs and deserves. My sincere thanks to you all.

5. **Treasurer's Report:** Mick expressed thanks to Clive Parry for carrying out the independent examination of the annual accounts. We have made a gain of £328. Although we lost one of our regular bookings (Keep Fit) we have gained Dog Physio and also an extra Fit Steps class. Our finances are in a good state with a current account balance of £4698, savings of £10611 and a cash balance of £235.
6. **Review of Policy Documents:** We reviewed our three policies: Equal Opportunities Policy, Adults at Risk and Child Protection Policy and Conflict of Interest Policy. The Chairman proposed that as there was nothing new in government guidelines or in our experience that suggested we should make any changes, these policies should remain as they are for a further year. This was unanimously agreed by the Committee.
7. **Resignation of Committee:** The Committee resigned *en bloc*.
8. **Election of new Committee:** There were no new nominations and the old Committee was re-elected *en bloc*, with the exception of Mike Rowland who wished to stand down after many years of service. The new committee includes the two Parish Council nominated members, Martin Davey and Tim Bonfield, as agreed at the last Parish Council meeting.

Signed:.....

Dated.....: