

Drinkstone War Memorial Institute

Annual General Meeting

Monday 27th June 2011

Present: Sally Andrews, Debbie Moss, Merete Bland, Sue Cousins, David Ford, Sue Foulsham, Edna Gunnett, Liz Schmitt, Dave Woodward.

Two members of the public were in attendance.

1. Apologies Sheila Beswick, Nick Lane, Tim Moss, Robin Sharp, Chris Wright

2. The minutes of last meeting of 19th July 2010 were read. It was proposed by Debbie Moss and seconded by Sue Foulsham that the minutes should be approved. All were in favour and the minutes were signed by Sally Andrews as being a true record of the meeting. There were no matters arising.

3. Treasurer's report

David Ford circulated copies of the Financial Statements for the year ending 31 March 2011 and presented his report noting that the statements had been examined by Richard Chaplin, partner in Grant Thornton. David drew attention to the following points in the Statements:

The Restricted New Hall Fund is summarised on page 3 of the Financial Statements. The receipts are gross with the cost of fundraising under expenditure and are split as "events" and "activities".

Under events (note 4) profit is:-
Village Show £755

Under activities (note 5)
Draw - actual cash received £1175 after 50% distributed in prizes. Income grossed up to £2350.

Gross fundraising totalled £4,343 and with interest of £411 and gift aid tax reclaimed £141 we have total receipts of £4,895.

Cost of fundraising was £1430 and administration & misc. costs £10.

Professional fees were £4,948 consisting of:-
Fee for Building Regulation application £409,
E & P Building Design fee (75%) for preparing plans and submission to District Council £1537 plus balance of 25% £512
T.Moss - footings for new hall £1120
MSDC - building inspection charges re footings £1229
Grant Thornton - fee for examining accounts £117
MSDC - lottery licence £20.

This leaves us with a net deficit of £1493 for the year.

With a balance of £45,417 carried forward from the previous year we have a balance of £43,924 at 31st March 2011. This is held in the CAF Bank with the CAF Cash account £3,904 and the CAF Platinum account £40,020 on which the interest rate is 1.2% and is subject to 30 days notice for withdrawals.

Merete Bland, Treasurer of the General Fund made her report noting that there had been less activity this year due to the non availability of the Village Hall following the fire. Receipts had totalled £1,369 of which recycling generated £413. The CAF Gold account had been closed. Total income amounted to £3,496. Total expenditure for the year was £5,154. Payment of water rates had to continue as the supply was still connected. Merete noted that insurance premiums for both 2010/11 and 2011/12 had been paid in the year. Overall there was a deficit of income over expenditure of £1,1658. An insurance payout for loss of income in 2010/11 as a result of the fire had been paid after year end and this would appear in the next years accounts. The amount carried forward from 2010/11 to 2011/12 was £1,636.

Following a question from Dave Woodward Merete noted that the insurance policy would be amended once the site had been cleared and the public liability risk reduced. A rebate of some of the premium paid would then be due.

Edna Gunnett noted that the income from Bingo was reduced due to rent being payable for the use of Felsham Village Hall whilst that venue was used, amounting to £250 pa.

David Ford proposed that the accounts be formally adopted. The proposal was seconded by Dave Woodward. The accounts were then signed by Sally Andrews and Liz Schmitt.

Sally thanked both of the Treasurer's for their reports and for the excellent job they had both done in the year.

4. Chairmen's reports

Reports were received from Sally Andrews as Chair of the Steering Committee and Sue Foulsham as Acting Chair of the Management Committee (see annexes 1 and 2). In her report Sue expressed thanks to Sally Andrews and Chris Wright who were both stepping down from their roles as Chair of the Steering Committee and Steering Committee member respectively. Sue also expressed thanks to Debbie Moss who was stepping down as Chair of the Management Committee. These sentiments were warmly endorsed by the whole meeting.

5. Proposed future Committee structure.

Sue Foulsham had covered this item in her report. Following the AGM there would be one single Village Hall Committee under a single chair. The Steering Group would continue to focus on the new hall project but as a group co-opted by the committee.

6. Election of the elected members

Sally Andrews informed the meeting that herself, Debbie Moss and Chris Wright would be stepping down as elected Members. Sue Foulsham, Nick Lane and Liz Schmitt had agreed to stand again for a further year. Dave Woodward proposed re-election of all three, seconded by Edna Gunnett. Sue, Nick and Liz were duly elected.

Two new elected members were therefore required. Sue Foulsham nominated Merete Bland to fill one position, seconded by Dave Woodward. Sue Foulsham nominated Robin Sharp to fill the remaining position, seconded by Liz Schmitt. Merete and Robin were duly elected.

7. Appointment of all representative and co-opted members

Sally noted that the representative members proposed for the forthcoming year were Sheila Beswick: Clubs and Classes and PCC, Sue Cousins: Parish Council and Edna Gunnett: Bingo and Village Draw. Debbie Moss would be added to the list of co-opted members. The appointment of the representative and co-opted members for the coming year would be confirmed at the Committee Meeting following the AGM.

8. Any other business

Jane Bell, attending as a member of the public, wished to record her thanks to the Committee on behalf of the village, for the work they had done during a very difficult year.

The meeting closed at 8.20 pm