

# MINUTES OF THE ANNUAL GENERAL MEETING OF THE CHARNEY HALL AND FIELD TRUST

Held in:- The Village Hall, Charney Bassett

On:- 5<sup>th</sup> June 2019 at 1930

**Present:**

Lucy Gildersleeves (Chair)	St Peter's PCC Representative
David Sibbert (Vice Chair)	Table Tennis Representative
Christine Trotman (Treasurer)	Village College Representative
Peter Busby (Secretary)	Elected Village Representative
Mary Castle	Parish Council Representative
Evelyn Campbell	Parish Council Representative
Diane Ewert	Elected Village Representative
Helen Royan	Elected Village Representative
Bruce Royan	Field Safety Officer

**Apologies:** None

**Members of the public:** John & Mary Daghish, David Roberts (Chair – Parish Council), John & Stephanie Wright, Ian & Amanda Graham, Pete & Sally Hawkins, Philippa McRobert, Alfred Rollinson, David Nellist, Michael Cox, Lynn Brookes, Kay Adamson, The Pembertons

## AGENDA

1. Chair's Welcome
2. Apologies for absence
3. Adoption of draft agenda
4. Approval of the minutes of the AGM held on 30<sup>th</sup> May 2018
5. Matters arising
6. Chair's Report
7. CHAFT Status Update – D. Sibbert
8. Treasurer's Report
9. Welcome to Appointed Representatives of local organisations
10. Election of Village Representatives
11. Any Other Business

### 1 Chair's Welcome

The Chair welcomed an excellent turn out from the village, and explained the programme for the evening.

### 2 Apologies for absence

None had been received

### 3 Adoption of draft agenda

The agenda was amended to allow David Sibbert to address the AGM with an update on recent events. This amendment is reflected above.

### 4 Approval of the minutes of the 2018 AGM

The minutes were approved and signed by the Chair.

### 5 Matters arising

There were no matters arising

## 6 Chair's Report

Lucy Gildersleeves presented her Chair's Report for 2017 – 18. Making a comparison with a swan seemingly gliding serenely on a river but powered by vigorous legwork, Lucy pointed out that CHAFT has been very busy this year with much infrastructure activity which perhaps is publicly unseen.

Lucy also mentioned that, at a practical level, the hall loft had been insulated, issues with the electricity system resolved and a switch in electricity supplier effected to a cheaper and more eco-friendly provider. Fire door efficiency had also been upgraded. The work of drawing up and updating policy statements had considerably progressed, under the determined aegis of David Sibbert – not an exciting task but essential in today's regulatory climate. Policies, minutes of meetings and more are all now available on the Charney village website.

On the field, a gate had been installed on the vehicle access and a post added at the schoolyard footpath entrance to prevent unauthorised vehicle access to the field. Bruce Royan has put in hours of checking the field and play equipment every week to ensure we are health and safety compliant – and personally has carted away quantities of dog poo irresponsibly left by careless dog-walkers who demean the reputation of all our responsible dog-owners who use the field. CHAFT is in consultation with the Parish Council about location of a further dog-poo bin.

A major project has been the continuing work with the Parish Council in clarifying respective responsibilities concerning the land which comprises the recreation field, the woodland and Bridle Path, to ensure local governance requirements are met and the benefit of the village is ensured. As part of this, responsibility for benches on the field now falls to CHAFT, and the bench in memory of Peter Davies, former Parish Clerk, has been replaced (with support from Parish Council and from Peter's family) with a recycled plastic bench with considerably longer life guarantee than wood. This is a test case, from which CHAFT and the Parish Council hope to learn.

A big part of the project this year has focused on the woodland, on which more shortly this evening.

Lucy thanked all the Trustees and the many volunteers who have enabled CHAFT to run the hall and the field for this community; and singled out the huge commitment that Peter Busby has put into the role of secretary and much more for CHAFT this year. She couldn't mention everybody but pointed out that they probably know who they are and invited them to join us for a glass of wine in gratitude for all the work they do.

## 7 CHAFT Status Update

David Sibbert felt that this was an appropriate time and forum to deal with rumours that CHAFT had held an emergency meeting in recent days. Confirming that there had been such a meeting, he explained that this was as a result of Peter Busby standing down from the Secretary position and as a trustee, and Lucy questioning whether she should stand down as Chair. In addition, looking forward, three trustees had indicated that this would be their last year.

On a positive note, Lucy had been persuaded to continue as Chair, but CHAFT was now without a Secretary.

The emergency meeting had agreed, in principle, some changes which would help CHAFT 'get onto the front foot' – there had been agreement to address succession planning, commitment to update CHAFT's outdated and restrictive governing document, and change how the management board undertakes its business and thereby reduce the workload on the

Secretary. It had been proposed that each trustee would lead on a key area, reporting directly to a management board rather than everything being channelled through the Secretary. Emphasising how the village had a brilliant record on volunteering, David anticipated that CHAFT would be able to tap into the rich array of expertise and talents of people who may not want to be involved with CHAFT on a more formal basis. For example, regarding the hall, the appointed trustee will deal with hall policies, link up with the booking secretary and the volunteer cleaning and maintenance teams, plan future hall improvements and report to the management board.

David also asked what additional help might be needed. Who would help in managing the change – Community First or local expertise? Who would help with reviewing the governing document? Where would the skills be found in planning longer term village hall developments, lighting, acoustics or environmental improvements? Where would the expertise be found to apply for grants? And how would shadow appointments be made to work to assist in succession planning?

## 8 Treasurer's Report

Christine Trotman tabled her annual report on the accounts for the year ended 31 March 2019.

### Income

Income for 2018/19 was £5,136 compared with 2017/18 of £6,266.

Hall Hire income decreased mainly due to the cancellation by the Village College of the Patchwork & Quilting classes. There were no miscellaneous donations compared to £208 in 2017/18. The annual fund raiser shared with St. Peter's Church brought in just under £1,000 which was comparable with the previous year. Other income streams remain steady.

### Expenditure

Expenditure 2019/18 £3,227 compared with 2017/18 £3,199.

The main increase in expenditure was on maintenance of the hall £802 having been spent on remedial electrical work.

### Balance Sheet

£10,000 remains on deposit with United Trust Bank on 100 day deposit notice.

Cash held at HSBC at 31<sup>st</sup> March 2019 was £13,362. Debtors at 31<sup>st</sup> March 2019 include £240 due from regular users of the hall, all of which have now been received.

### Total Funds

The total amount of net income added to general funds for 2018/19 was £1,909. The Trustees agreed at a trustee meeting on 25<sup>th</sup> April 2019 to transfer £1,900 from general funds to the Charney Field Refurbishment Fund. Total unrestricted funds held by CHAFT at 31<sup>st</sup> March 2019 are £23,452.55. These funds are held as follows:

General Funds	£2,652 being amount forecast to cover expected expenditure in 2019/20
Charney Village Hall Fabric Fund	£10,000
Charney Field Refurbishment Fund	£10,800

### 2019/20

Income in the coming year from hall hire and fundraising is forecast to be in line with 2018/19. In addition, the hall has been used as a polling station recently which has brought additional income. A large donation has been received from the profits of the plant stall. It is hoped that all other income streams will remain steady. Having changed electricity supplier, the expectation is that there will be a reduction in heating and lighting costs. CHAFT will be making a contribution to the Parish Council of approximately £2,500 towards the cost of removing the Aspen trees.

## Auditor

Very many thanks to Peter Leaver, Honorary Auditor, who has audited the Trust's accounts.

## **9. Welcome to Appointed Representatives of local organisations**

The Chair welcomed those nominated by, and representing their organisations, to the committee for 2019 – 2020.

St Peter's Church PCC  
Parish Council  
Village College  
Table Tennis Club

Lucy Gildersleeves  
Mary Castle & Evelyn Campbell  
Christine Trotman  
David Sibbert

The Vale Islanders and the Coffee Hour had declined to offer representatives, as in previous years.

## **10 Election of Village Representatives**

Two of the three currently serving Elected Village Representatives (Helen Royan and Diane Ewart) had expressed their willingness to serve another year. Peter Busby declined to stand, as the workload generated by the Secretarial responsibilities was becoming more than he could personally manage. There being no other candidates, Diane and Helen were elected. *(A post-event note. At the reception following the AGM, Philippa McRobert offered to join the committee as an Elected Village Representative, and this will be confirmed at the next meeting.)*

## **10 Any Other Business**

There was no other business, and the meeting closed at 1955.

# X

Chair

