

Topcliffe & Asenby Village Hall Annual General Meeting
Wednesday, 15 May 2019 at 7pm.
MINUTES

Attendance: E. Collard, D. Allan, A. Eckersley, J. Bumby, K. Morley, P. Lowe, J. Lowe
Apologies: A-M. Barningham, D. Bowman, T. Bruce

1. Minutes of previous AGM (matters arising)
 - a. None arising. Accepted as they are
2. Chairman's Report
 - a. See attached report (appendix 1)
3. Treasurer's Report
 - a. See attached report (appendix 2)
4. Annual Review of Constitutional & Operational Matters
 - Charitable Purpose – discussed and agreed as before
 - Constitution – as per the standing constitution of 1961
 - Financial Controls – all agreed and no changes required
 - Organisational Risks – all considered throughout the year and are satisfactory
 - Charity Commission – there is nothing to report. To be reviewed in due course
 - Hire Charges for 2019-20 –
 - Regular users – £8 p/h
 - Other meetings (non-parishioners) - £18 p/h
 - Other meetings (parishioners) - £9 p/h
 - Hire charge (parishioners) – £30 for 2hr party with 30mins setup and 30mins tidy
 - Hire charge (non-parishioners) - £45 for 2hr party with 30mins setup and 30mins tidy
 - Topcliffe and Asenby Parish meetings - £13 per meeting
 - Projector use - £20 p/h
 - Outside hire of tables/chairs for parishioners only - £10 per day
 - Election day use - £150
5. Bookings Secretary's Report
 - a. See attached report (appendix 3)
 - b. Find ourselves giving advice to other village halls on how they can improve their own facilities
6. Hall Users' Reports
 - a. No responses
7. Election of Officers for 2019-20 (Chair, Treasurer, Bookings Secretary and Minutes Secretary)
 - a. Invite Malcolm Morley to join the committee as a member of the Parish Council.
8. Confirmation of Trustees for 2019-20
 - a. E. Collard, J. Bumby, D. Allan, A. Eckersley, J. Lowe, P. Lowe, K. Morley, D. Bowman, T. Bruce
9. Date of next AGM
 - a. May 2020