

Beckley Village Hall Management Committee
Minutes of 2023 AGM held at the Hall on Wednesday 24th May at 8.30pm

	Item	Actions
	Chairman's Welcome	
1	Present (Trustees and Friends) G Mills (Chairman) J Walsh – Treasurer R Bixby H McBeath A Henman P Gosney L Bixby M Lopez-Portillo Paige Newmark Others: Mel Green (Booking Secretary & minute taker)	
2	Apologies for Absence J Stradling D Scott	
3	Approval of the minutes of the last AGM held on 19th May 2022 (See Attachment 1) • Approved	
4	Matters Arising None	
5	Chair's Annual Report (See Attachment 2)	
6	Treasurer's Annual Report See Attachment 3	

	- Accounts up to 31st March 2023. Income from hire almost back to last normal pre-covid year. - Loss last year due to some big spends on equipment eg.dishwasher and bigger people cost. Hope that the hire income next year will be higher and expenditure will be lower. - Weekend rates have been put up. Weekday rates remain lower. - Healthy bank deposits as we have increased deposits and people pay in advance. Starting to get more interest on that money. - Expenditure has increased due to equipment costs (dishwasher, cleaning sink, cigarette bin, projector, railings) and booking, cleaning and facilities costs. New excellent local cleaner. New Facilities Manager who looks after the hall very well and maintenance costs have gone down as a result. Bookings costs include the cost of transition to and set up of new booking system. Expecting booking costs to reduce this year. - Big deposits required especially at weekends as early on there was expensive damage to the floor and more recently the urn was damaged. People also lose their deposit if they stay in the hall after their booking time so big deposit acts as a deterrent. Hire rates will be reviewed in September.	Trustees to review hire rates in the Autumn
7	Booking Secretary's Report See Attachment 4 - Bookings going well with plenty of weekend hires booked in this year. - Some Oxford University and NHS bookings during the week. - Hirers generally very happy with the hall. Good Google reviews. - A few problematic bookings where we have had to withhold part or all of the deposit.	
8	Facility Manager's Report See Attachment 5	

	The Facilities Manager wishes to note his appreciation of the support that John Stradling has provided.	
9	Interest Group's Reports Covered by the earlier Parish Council Annual Meeting	
10	150 Club Report See Attachment 6 - Year finished this month. 250 shares sold. - Funds raised were £1705. - Requests for renewals are out now. Only 80 shares currently sold this year. But hoping more will come in soon. - Suggested moving to Standing Orders would be better.	
11	Retirement and Removal of Charity Trustees and Election of New Trustees As required by our Constitution all Trustees must resign annually. R Bixby and D Scott have chosen not to stand for re-election. The other members have agreed to continue to serve if asked. Other nominations received by the meeting will be subject to election. - All apart from R Bixby and D Scott unanimously re-elected. - Paige Newmark has been nominated by the Parish Council to act as their representative, replacing David Scott. The meeting vote to appoint him.	
12	Appointment of the Committee by the Trustees	To be deferred to the next General Meeting
13	Appointment of an independent examiner for the forthcoming year Treasurer authorised to appoint.. Accounts up to 2022 have been certified. 2023 will go through process. Approved	John Walsh

14	To consider any resolutions and/or recommendations which have been forwarded in writing to the Committee Secretary None	
15	To consider AOB of which due notice has been given in writing to the Secretary. None	
15	Meeting Close	

Attachments: (to be found on the village hall website <http://beckleyvillagehall.org/agm.php>)

- 1 – Minutes of Previous Meeting
- 2 - Chairman's Report
- 3 - Treasurer's Report
- 4 – Booking Secretary's Report
- 5 – Facility Manager's Report
- 6 – 150 Club Report