**Burgh by Sands**

 **Parish Public Hall**

 Registered Charity No. 230483

**MINUTES OF THE ANNUAL GENERAL MEETING HELD - THURSDAY 27th OCTOBER at 7.30PM.**

**Present:** Management Committee: Alan George (Chairman); Angela George (Secretary); Margaret Hodgson (Treasurer); Pam Bishop (Bookings Secretary). Other members of the Committee and the User Groups they represent; Brian Bishop (Youth and Sports) Pam Bainbridge (Sewing, Arts and garden maintenance), Steph Hazelhurst ( Film Night ), Mare Coulthard (Village Hall Cleaner/Key holder), Mr Coulthard. Liz Waterfield, Nick Waterfield, Vivienne Stonebridge.

The Chairman opened the meeting by welcoming everyone and thanking them for their attendance.

1. **Apologies:** Rev. Tudor Boddam-Wetham ( Ex-officio Member – the Rector), Bev Castle, Terry Cooke, Sonia Southern (Ex-officio Member – Head of Burgh School).
2. **Minutes of AGM held 10th Nov. 2021.**

 The Chair invited comments/observations from those present. Brian Bishop clarified that he had

 been absent on that occasion. No further comments were made and the Minutes were agreed.

1. **Treasurer’s Report and Accounts to 31st August 2022.**

The Chair highlighted some key actions of Capital Expenditure during the span of the report and analysis of the Village Hall Income and Expenditure. Also, Margaret Hodgson (MH) was invited to comment on Gas and Electricity bills and how the Government grants will be applied. MH stated that the hall is on fixed-term payments ending in 2023 and 2024 and had had no notice of interim increases. MH is to engage with a specialist company to advise on fare comparisons in readiness for the end of the fixed-term agreements.

Pam Bainbridge (PBa) commented that Burgh Village Hall had given a grant of £1000.00 to the Village Green. Thanks, have been received and were noted in the Minutes of a Village Hall Meeting, 24th March 2022.

(PBa) offered a sincere note of thanks to Angela George for the hard work and many grant applications which had made such a positive contribution to the hall’s current state.

The Chair noted grants from the Parish Council and the City Council which have been welcome.

The Chair noted the deficit of £436.00, in closing.

1. **The Chairman’s Report.**

The Chair referred to the above and offered sincere thanks for all those who repeatedly and

 consistently give their time and skills in aid of the village hall and its welfare.

1. **Resignations: Alan George (Chairman) and Angela George (Secretary).**

The Chair and Secretary made their formal resignation statements and expressed surprise that seven years had passed since they took up their roles. They expressed thanks to all those who they had worked with and shared many positive experiences.

1. Alan George invited a volunteer to accept the role of Chairperson. Mr Nick Waterfield put himself forward and was seconded by Brian Bishop.

Angela George invited a volunteer to take up the role of Secretary. Mrs Vivienne Stonebridge put herself forward and was seconded by Nick Waterfield.

Margaret Hodgson stated she is prepared to continue as Treasurer and was seconded by Liz Waterfield.

Pam Bishop stated she is prepared to continue as Bookings Secretary and was seconded by Nick Waterfield. All appointments were ratified by those present.

1. **Any Other Business**

a)MH stated that Terry Cooke had asked her to raise the issue of his acquiring a laptop and a lighting issue. These issues will be deferred to the next meeting, to discuss further.

b)Mare Coulthard expressed extreme concern regarding a 40th Birthday party booking which had transgressed a number of Hire Agreement requirements and the Terms and Conditions which had been signed and ‘agreed’.

The Hirer had set up some of decorative and practical items on the Friday before the Saturday’s party. They had been unco-operative and failed to move certain items which may have been a Health and Safety risk for other Hall users before the evening party.

Party goers were still on the premises at 3.00am.

The Hall was left in a foul state with poorly cleaned vomit in the hall, in the cleaner’s cupboard and outside. A mop had been used and left in a filthy state. There were pools of water on the wooden floor. The bottles and other litter had not been cleared as per the TaC/Agreement.

The Hirer had allowed music to continue until 1.10 am breaking the TaC/Agreement.

Pam Bishop added that there had been no Deposit (£50.00) paid when TaC/Agreement had been returned, signed.

The Hirer had stated to Pam Bishop that they had applied for a drinks licence but this was not the case.

Pam Bishop stated she was prepared to write to the Hirer expressing the Committee’s concerns and send an invoice for the missing £50.00 Deposit, Mare Coulthard’s extra time and any materials used.

The Committee agreed to re-visit the TaC and Agreement at the next meeting.

c) The Chair, Nick Waterfield raised the ongoing preparations for the Roman Artifacts, the new wall case and the activities associated with the grant application.

It was agreed that a group of those who are wanting to lend support to this particular activity would meet on Tuesday 15th November (after hopefully, the announcement of the grant application’s success) at 7.30pm at the Village Hall.

d) The recently resigned Chair and Secretary were then presented with a floral display and wine and warmly thanked again for all their contributions which have been and are so greatly appreciated.

 The meeting closed at 8.45pm.