

# Bolton Memorial Hall

## Annual General Meeting Minutes

Monday 5th March 2018

1. Andy Stevens welcomed everyone to the meeting.

**Present:** Andy Stevens, (Current Chair), Christine Taylor (Current Secretary and Minute Taker), Claire Hudson (Current Treasurer), Alan Fleming, Sue Kibbler, Ken Shepherd, Paul Wilson, Sheila Summerscales. Cathy Smith, Brian Summerscales, Dot Bannister.

**Apologies:** Keira Booth, David Baxter, Chris Wilkinson

2. **Minutes of the last meeting** (27th February 2017) were read by Claire Hudson, agreed and signed as a true record by Andy Stevens. Approval was proposed by Christine Taylor and seconded by Claire Hudson.
3. **Matters arising:** AS confirmed that the funding application to the BLF was still ongoing, however, due to the time lapse there would be a need to re-canvass Hall users and villagers. In addition, the application process has altered and new applications cannot be made until April 2018. CH reiterated that the hall was in some ways a victim of its own success, as it is well used and over the years has met the funding criteria (in different ways). The challenge that lies ahead in obtaining funding from BLF is not the building but providing the outcomes for the villagers. Cathy Smith asked whether consideration has been given to improving the hall in a piecemeal fashion rather than aiming for big application. AS confirmed that the intention is to provide a hall fit for purpose for the next 100 years and a piecemeal development is the second option and had been discussed the last committee meeting. Dot Bannister suggested that the Red Cross may provide funding and it was agreed this would be looked at by the committee. In addition some of the individuals from the Bolton Bunch who have been successful in their funding applications of £29,000 to date have expressed an interest, once the Play Area is completed in assisting the hall with funding applications.
4. **Trustees annual report** – see attached document. This report is recommended by the Charity Commission and covers the management, objectives, and achievements of the charity along with a financial overview in the last 12 months. AS took the meeting through the report focusing on the achievements and performance and financial review. Claire Hudson asked for the report to reflect the purchase of 3 marquees along with guttering and storage boxes.
5. **Treasurer's report:** The figures for the year ended 31<sup>st</sup> December 2017 were outlined by CH. Detailed figures are attached. The excess of receipts over expenditure was £793.74, which is less than the previous year. Operating income was slightly down with income from recycling, interest and FIT down slightly. Fundraising income was also down slightly including Highlights, however the field day and film nights were up. In addition there was income from the sale of some 'Bolton' books. The remaining books being left by Barbara Cotton, are held by Penny Dewey. On the payments side, CH noted that fund raising expenditure in relation to Highlights and Field Day were down slightly. The main capital expense was the purchase of the 3 marquees and accessories. The balance at 31<sup>st</sup> December 2017

was £21,090 - an increase on the £20,556 balance for the previous year. The independent examination of the accounts was carried out by John Bainbridge; thanks for his work were expressed on behalf of the committee. Agreement to the figures were proposed by CT and seconded by PW.

- 6. Trustee Appointment & election of the management committee (charity trustees)** Apart from Chris Wilkinson who wished to step down from the committee, the members of the previous committee were all prepared to stand for re-election and were appointed en masse. The committee intend to co-opt further members if volunteers come forward. Members re-elected and elected were as follows:

Andy Stevens  
Claire Hudson  
Sue Kibbler  
Paul Wilson  
Keira Booth

Christine Taylor  
Ken Shepherd (nominated)  
Alan Fleming (nominated)  
David Baxter (nominated)

The Annual record of Trustees will be signed by committee members at the next committee meeting and will be filed with the minutes.

- 7. Resolutions and/or recommendations had been forwarded for consideration -**  
None.
- 8. AOB –** None.

The AGM closed at 8.15pm

Prepared by C Taylor 7/03/2018.

Confirmed as a true representation of the meeting:

..... Date:.....