

AGM Minutes of The Hall Get Involved Ltd
Annual General Meeting: Friday 4th July 2014

Second AGM of The Hall Get Involved Ltd held at Exeter Street Hall, Brighton on Friday 4th July 2014 at 7pm

1. Members Present

A register of attendees was taken. The number of voting Member attendees was 32 at the start of the AGM and increased to 35. Additionally 30 proxy votes were received. The AGM was quorate.

Apologies: 6 Members gave apologies.

Directors present: Paul Winter, Peter Golton, David Amor, and apologies from Marianne Craig who was attending a pre- booked holiday.

Chair: Paul Winter opened the AGM at 7.07pm.

1.1 Minutes AGM 2013

Paper copies of the Minutes were given to all attendees, having previously been available on the website. There were no matters arising from the Minutes. A resolution to approve the Minutes was proposed by Susan Corlett and seconded by John Chandler.

Approval of the Minutes was unanimous (62 – 32 present, 30 by proxy)

2. Presentation of the Director's Report

Paper copies of the Report were given to all attendees, having previously been available on the website. The Chairman, Paul Winter spoke of the achievements of the year since August 2013 including the installation of a new street electricity power supply and new heating, lighting, wi-fi, tables, a commercial standard kitchen cooker, and internal re-decoration, plus the obtaining of a premises licence allowing the sale of alcohol to boost income. He applauded the number and range of events Members had organised, plus the activities being run by commercial hirers. Of particular note was the £50,000 raised by Members efforts in winning a Big Lottery Fund grant to replace the roof tiles. Paul referred Members to additional information in the Director's Report. Members did not have any further questions.

Approval of the Director's Report was unanimous (62 – 32 present, 30 by proxy)

3. Presentation of the Financial Report

Paper copies of the Financial Report were given to all attendees, having previously been available on the website. The Treasurer Jo Camplisson presented the Financial Report, summarising the published accounts and explained the balance sheet as at 31st March 2014. She also explained the income and expenditure account for the year to 31 March 2014 and presented the detailed items of income and expenditure therein.

The Treasurer had asked a lay Member, Vanessa Booker to inspect the accounts before the AGM. Vanessa had provided a written statement confirming "Accurate accounts are being prepared on computer and there are paper records to support the information. Records of membership are being kept in both paper and computer format and are being safeguarded. Records of hall bookings are being kept which can be matched against income paid into the account." The following Member's questions were answered:

- Question 1 Why is the £50,000 Big Lottery Fund grant not recorded in the accounts?

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- Answer 1 We have to submit invoices to the Big Lottery Fund, who then transfer money into our bank account to pay the invoices. So the grant is received as a series of staged payments rather than a single advance payment.
- Question 2 The accounts show a financial loss for the year, why?
- Answer 2 The Hall earned income from hirers for 7 months, whilst costs were incurred for 12 months. As a business start up, in year one, a number of one-off start up costs were incurred. Our cash flow forecast shows a promising future with increased income and moving into profit.

A resolution to approve the Financial Report was proposed by Chris Corbin and seconded by Amanda Nichols

Approval of the Financial Report was unanimous (65 – 35 present, 30 by proxy)

4. The internal inspection of accounts - approval.

The Secretary Dexter Coombe explained the option to have the accounts internally inspected and signed off as being correct by the Secretary and two Directors, before being presented to the AGM for Members' approval. Alternatively the annual accounts can be externally audited at a cost up to £2,000.

A resolution by the Management Committee of Directors recommending Members vote in favour of approving the internal inspection of the accounts April 2013 to March 2014 only, was proposed by Dexter Coombe and seconded by Paul Winter.

Approval of the internal inspection of the accounts April 2013 – March 2014 only, was unanimous (65 – 35 present, 30 by proxy).

5. Dis-applying the option of having the accounts externally audited

To confirm Member's agreement to NOT having the accounts externally audited, a resolution by the Management Committee of Directors recommending Members vote not to have an external audit of the accounts April 2013 to March 2014, was proposed by Dexter Coombe and seconded by Paul Winter.

Approval NOT to have the accounts April 2013 – March 2014 only, externally audited, was unanimous (65 – 35 present, 30 by proxy).

6. Election of Directors

Paul Winter explained Under Rule 18 one third of all Directors must stand down at the AGM, in order of the Directors who have held office the longest. Standing down were Paul Winter and Peter Golton. Continuing Directors are Marianne Craig and David Amor. Members standing for election as Directors were Susan Corlett, Gus Sylvester, and Peter Golton. Paul Winter asked if Members had any objections to Peter Golton's late nomination – there were no objections.

Susan Corlett, Gus Sylvester and Peter Golton gave short presentations regarding their interest in the position and their relevant skills, experiences and expertise. All three nominations for Directors were unanimously approved and voted in by Members (65 – 35 present, 30 by proxy).

7. Any Other Business

7.1 Membership matters – the Membership Officer, Richard Mussett offered to meet any Members who had questions about their membership.

7.2 Update on the Hall – Peter Golton delivered a presentation illustrating the building repairs required, and the progress made to date and future plans. Following a competitive tendering process, a preferred contractor has been selected to replace the roof tiles and insulate the roof, over the summer.

- Question 1. Is £50,000 enough to repair the roof?
- Answer1. The contractor knows they have to meet the contract specification

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within the £50,000 limit.

- Question 2. When will the Hall be open again after roof replacement completed?
- Answer 2. The roof replacement will commence mid/late July and is planned to be completed mid/late September.

7.3 The future – David Amor, the incoming Chair of Directors, described the immediate challenge of ensuring the Hall earns as much income as it has to spend on a day to day basis. Currently the gap is about £200 a month, with reserves in the bank of £5,000. Something all Members can do to help increase income is to:

- (i) participate in the activities provided by the commercial hirers of the Hall;
- (ii) attend the events that THGILtd organizes, as these are effective income earners;
- (iii) actively support our local business sponsors, whose names are by the front entrance door;
- (iv) help by joining a team of Members who are applying for grants.

Continuing the theme of encouraging Members to be active participants, David emphasised the need for succession, with new Members stepping forward to help plan the future and make it happen. As an example, David thanked Paul Winter for his three years of determined effort as Chair and Director, and was himself pleased to be taking on the role of Chair, also noting that two Members had stepped forward to become new Directors. David concluded “We bought the Hall together, now we need to run it together.”

- Question 1. How many regular hirers use the Hall?
- Answer 1. Currently about 10. We are trying to get a broad mix of activities, and recently have been receiving an increasing number of enquiries, which we will positively respond to when the roof has been replaced. We sometimes have to make difficult choices when a potential hirer wants to book large periods of time as this would reduce the range of activities available – an example was given.
- Question 2. Should we have a Members’ “brain storming session” to generate ideas?
- Answer 2. That opportunity already exists, anybody can attend our monthly Hall Action Group meetings. If you want to know more or have ideas you can always email us at manager@exeterstreethall.org

8. Thanks to the community – Paul Winter thanked everybody who had played their part in saving and now running the Hall. He continued to be impressed by the number of Prestonville residents that wanted to get involved, and invited the Members present to join him for refreshments.

The formal business of the AGM finished at 8.24pm.

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