



Annual General Meeting 2020

Exeter Street Community Hall Ltd (FCA registration no 8161)

**7:30pm, Friday 18th September 2020
via Zoom videoconference**

Minutes (awaiting approval)

1. Members Present

Because of Covid-19 restrictions, this year we were not able to hold the Annual General Meeting in the Hall and so the 2020 AGM was held via videoconference. Following the formal notice three weeks earlier Members had been sent the link to the AGM Zoom meeting by email the previous evening. An attendance register was taken as Members joined the meeting. Members were asked to type in their full names to the Zoom 'Chat' box if their name was not clear from their Zoom ID or if more than one Member was joining via the same screen. Members were advised that the meeting was being recorded to allow the voting figures to be checked afterwards.

The number of voting Members varied between 53 and 57 during the AGM, including proxies.

Directors present: Jo Camplisson, Dave Fellows, Sunita Shier, Graham Thomas. Retiring Director Norman Wright was also present.

1.1 Opening of the Meeting

The Chair, Dave Fellows, opened the AGM at 7:30pm and explained the format of the meeting, the agenda and the voting procedure. Voting was via Zoom's 'poll' feature, except for the votes of couples and groups sharing a screen, which were typed into the Zoom 'Chat' box. Votes via Chat were added to the Zoom poll results and proxy votes; provisional aggregated results were announced at the end of the meeting. All votes were checked for eligibility and possible duplication after the meeting and the voting results presented in these minutes are final results after checks had been completed. Throughout the meeting presentation slides and other documents were screen-shared to Members.

2. Approval of Previous Minutes

2.1 Approval of the Minutes of the previous AGM

The Minutes from the 2019 AGM had been made available on the Hall website and were screen-shared with Members at the meeting. Dave Fellows outlined their content, including the resolution on transferring the Hall's business from The Hall Get Involved Ltd (THGI) to Exeter Street Community Hall Ltd (ESCH). There were no matters arising from the Minutes.

A resolution to approve the Minutes of the 2019 AGM was proposed by Amanda Nichols and seconded by Sunita Shier.

The AGM Minutes were approved unanimously (53 votes in favour; none against; no abstentions).

2.2 Approval of the Minutes of the 2019 Special General Meeting

The 2019 AGM had been followed by a Special General Meeting to confirm the transfer of business resolution. The minutes of the SGM had been made available on the website and were screen-shared. Dave Fellows outlined their content, the sole item being the resolution on transferring the Hall's business, which had been unanimously passed. There were no matters arising from the Minutes.

A resolution to approve the Minutes of the 2019 SGM was proposed by Caroline Norman and seconded by Jo Camplisson.

The SGM Minutes were approved unanimously (53 votes in favour; none against; no abstentions).

3. Presentation of the Directors' Report

The report had been made available on the website. The Chair, Dave Fellows, presented the Directors' Report for the financial year April 2019 – March 2020. This year the report also included an update on events since the government response to the Covid-19 pandemic forced the closure of the Hall to hirers and event organisers in March 2020.

The report covers progress on the transition to ESCH, key financial figures, main activities and events, building works and renovations, the response to Covid-19 (when the Hall hosted a charity that produced and distributed meals to vulnerable people, co-ordinated or supported other initiatives and produced a regular information bulletin for the community) and the extensive preparations for reopening the Hall safely in September 2020.

The Chair thanked Hall employees and volunteers for their work during what had been an unusual and difficult year and stressed that more volunteers are always needed and are always welcome.

A resolution to approve the Directors' Report was proposed by Tim Nichols and seconded by Rita Bowman.

The Directors' Report was approved unanimously (56 votes in favour; none against; no abstentions).

4. Presentation of the Accounts

Copies of the full report had been made available on the website. ESCH Treasurer, Jo Camplisson, presented the Financial Report and the accounts for the financial year April 2019 – March 2020. To avoid confusion and to enable comparison with the previous year the accounts were here presented for the full year, ignoring the transfer of engagements from one society to another in November 2019. The accounts to be submitted with our report(s) to the Financial Conduct Authority will contain the same underlying data but will be reconfigured to reflect the transition to the new society.

Jo summarised the accounts and explained the balance sheet and the income and expenditure account for the year to 31st March 2020. The Hall made a small loss of £133 for the year, which was mainly due to increased renovation costs, a higher wage bill (reflecting the increased use of the Hall) and legal fees relating to the transition to the new society. Towards the end of the financial year the closure of the Hall to hirers on 23rd March 2020 meant that some refunds were paid to hirers for future sessions that had to be cancelled.

A resolution to approve the Financial Report for the year April 2019 – March 2020 was proposed by Marianne Craig and seconded by Susan Corlett.

The Financial Report was approved unanimously (57 votes in favour; none against; no abstentions).

5. Appointment of Auditors (if required)

ESCH Secretary Graham Thomas explained that, as our income is less than £250,000 per annum, the Co-operative and Community Benefit Societies Act 2014 gives the Society the option **not** to have an external audit but instead for the accounts to be presented to the AGM for approval and signed off as correct by the Secretary and two committee members. This has to be agreed at the AGM every year for the current financial year.

A resolution **not** to have an external audit of the accounts for the current financial year April 2020 – March 2021 was proposed by Dexter Coombe and seconded by Graham Thomas.

The resolution was approved with 54 votes in favour, none against and one abstention. The result of this vote meets the legal requirement that no more than 20% of the total votes cast may be against this resolution for it to be valid.

6. Appointment of Directors

Dave Fellows explained that as this was the first AGM of ESCH, all Directors must stand for (re-)election if they wish to continue.

Current directors:

Jo Camplisson
Dave Fellows
Sunita Shier
Graham Thomas
Norman Wright (not standing for re-election)

Dexter Coombe (Premises Licensee and Bar Manager) has been appointed by the Management Committee as a co-opted member to serve for the coming year.

6.1 Election of Directors:

As he was standing for re-election Dave Fellows vacated the Chair of the meeting in favour of Susan Corlett. Susan introduced the election and the candidates and called for votes for each candidate in turn. The results of the votes were as follows:

Jo Camplisson, nominated by Greg Lucas and seconded by Amanda Nichols

57 votes in favour; none against; no abstentions.

Dave Fellows, nominated by Norman Wright and seconded by Marianne Craig

57 votes in favour; none against; no abstentions.

Sunita Shier, nominated by Rita Bowman and seconded by Caroline Norman

57 votes in favour; none against; no abstentions.

Graham Thomas, nominated by Kay Stephan and seconded by Dexter Coombe

57 votes in favour; none against; no abstentions.

Jo Camplisson, Dave Fellows, Sunita Shier and Graham Thomas were declared elected as Directors.

Dave Fellows resumed the Chair.

7. Any Other Business

There was no other business. The Chair thanked everyone for their attendance and formally closed the AGM at 8:50pm. The end of the meeting was followed by a short informal discussion before the Zoom videoconference was closed.