

MINUTES OF THE ANNUAL GENERAL MEETING OF THE FARRINGDON VILLAGE HALL CHARITABLE TRUST (Charity No: 301824) HELD AT THE GOLDEN PHEASANT, GOSPORT ROAD, FARRINGDON, GU34 3DJ, ON WEDNESDAY 3 JANUARY 2018, COMMENCING AT 7.00PM

Members of the Village Hall Charitable Trust - Annual General Meeting

Present were: Cllr Elderton (Chair), Cllr Batley (Vice-Chair), Cllrs Ms de Ledesma, Mrs Farris and Messrs Bevan, Durrant and Williams. The Trust Treasurer, Mr David Horton, the Parish Clerk and Trust Secretary, Mrs Claire Gibbs and 3 members of the public

MINUTES

1. CHAIR'S WELCOME AND INTRODUCTION.

The Chair, Mr Elderton welcomed those attending and reminded them that the charitable purpose of the Village Hall Charitable Trust is to provide a village hall facility for Farringdon. He went on to remind Trustees that their primary responsibilities were to ensure the charitable purpose was being met and to ensure the Trusts assets were solely directed to meeting that purpose.

2. TO APPOINT THE CHAIR FOR 2018-2019.

Mr Durrant proposed that Mr Elderton continue to serve as Chair to the VHCT. This was seconded by Ms de Ledesma and unanimously agreed by Trustees.

RESOLVED: It be noted that Mr Elderton is to continue to serve as VHCT Chair.

3. APPOINTMENT OF TRUST OFFICERS:

(i) **TO APPOINT THE VICE-CHAIR FOR 2018-2019**

(ii) **TO APPOINT THE SECRETARY FOR 2018-2019**

(iii) **TO APPOINT THE TREASURER FOR 2018-2019.**

The meeting approved the continued appointments of the Vice-Chair (Mr Tony Batley), the Secretary (Mrs Claire Gibbs, the Parish Clerk) and the Treasurer (Mr David Horton).

RESOLVED: the continued appointment of the VHCT officers, as shown above, be noted.

4. TO RECEIVE AND APPROVE THE MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING HELD ON 4TH JANUARY 2017 AND MINUTES OF THE TRUSTEES MEETING HELD ON 6TH SEPTEMBER 2017, AS PART OF THE FARRINGDON PARISH MEETING.

The minutes from the previous Annual General Meeting on 4th January 2017 and the short meeting on 6th September 2017 were approved. However, there was a slight amendment of the date of the next meeting, at the end of the minutes of the AGM from 2017 to 2018 (i.e. 3rd January 2017 to 2018).

RESOLVED: The minutes of the meetings on 4th January and 6th September 2017 were approved.

5. TO RECEIVE AND APPROVE THE FINANCIAL STATEMENT.

Mr Horton presented the latest financial statement for the VHCT which was noted subject to detailed clarification of the income and expenditure since the last AGM in January 2017.

Mr Horton reminded the meeting that the financial year for the VHCT had been moved from January to December, to April to March, which is in line with the Parish Council's financial year. This change in year-end had added a complication to the provision of the accounts. However, Mr Horton agreed to provide a reconciliation of the difference between the closing and the opening balance to be presented at the next meeting of the VHCT.

It was made clear that at the VHCT AGM it was necessary to provide a statement which clearly showed all income and expenditure during the twelve month period irrespective of financial year or audit dates.

RESOLVED: a reconciliation of the closing and opening and closing balance to be presented to the next meeting of the VHCT.

6. TO APPROVE PAYMENT OF THE SOUTHERN PLANNING PRACTICE INVOICE FOR ARCHITECTURAL DRAUGHTSMAN SERVICES RELATING TO THE NEW VILLAGE HALL PROJECT

The Chair and Mr Durrant explained the background relating to the above invoice, for £750 plus VAT, so £900 in total. This expenditure had been agreed at the last VHCT meeting.

RESOLVED: The Southern Planning invoice for £900 (£750 plus VAT) was approved for payment.

7. TO APPOINT THE HONORARY AUDITOR.

The Chair confirmed that Mr Hartley was happy to continue in this role. The meeting therefore gratefully accepted Mr Hartley's offer and approved his continued appointment as the Honorary Auditor.

RESOLVED: Mr Hartley was approved to continue in the role as Honorary Auditor.

8. REPORT TO THE CHARITY COMMISSION.

Mr Horton confirmed that the 2016/2017 accounts had been submitted to the Charity Commission, in September 2017. This had been delayed due to technical problems.

RESOLVED: The submission of the 2016/2017 accounts be noted.

9. TO REPORT PROGRESS WITH THE PLAN TO DELIVER A NEW VILLAGE HALL AND AGREE FURTHER ACTIONS.

The Chair explained that identifying and acquiring a suitable piece of land of just over an acre on which to build a new Village Hall. The option of land

close to the Church had been examined in detail, however, there were complications with access, parking and tree root protection areas.

Alternative options are being examined and sensitive, confidential negotiations were continuing.

An estimate of £100,000 per bay, provided by professional developers, had been given to the new Village Hall working group and to accommodate 80 people sitting the new hall would require four bays if of wooden construction. Further work is ongoing to refine building costs and options.

RESOLVED: The update on the progress of the new Village Hall project be noted.

10. TO SEEK TRUSTEE AGREEMENT TO MAKE £2,500 AVAILABLE, FROM VHCT ACCOUNTS, TO ENABLE AN INDEPENDENT VALUATION AND SURVEY WORK TO BE UNDERTAKEN

To enable the new Village Hall project to proceed a professional valuer needs to be appointed to provide an independent land valuation. The meeting agreed with these proposals and Mr Bevan proposed, Mr Batley seconded and the meeting approved that that the Trust makes available up to £2,500 so that this work can be carried out.

RESOLVED: The Trust agreed to make available £2,500 so that an independent valuer can be appointed.

11. KEY MESSAGES.

The Key messages from the meeting are:

- Trustees agreed to the following appointments: Chair - Mr Clive Elderton, Vice-Chair - Mr Tony Batley, Secretary - the Parish Clerk, Mrs Claire Gibbs and Treasurer - Mr David Horton.
- Trustees were grateful to Mr David Hartley who had agreed to continue as Honorary Auditor to the Trust.
- It was confirmed that negotiations were continuing over the acquisition of land on which to build the new hall and funding was agreed to engage an independent land agent to obtain an independent land valuation.
- In order to progress the project, Trustees agreed to make up to £2,500 available in order to obtain an independent, professional land valuation for the plot under consideration and also to have costed design options drawn up to better understand the potential building costs.

12. DATE OF NEXT MEETING.

Wednesday 2nd January 2019 at 7:00pm.