



**Notes of the Annual General Meeting of the
Bishop's Cleeve Village Hall Volunteer Management Committee
and Trustees of the Bishop's Cleeve Village Hall Trust
held at the Tithe Barn Monday 19th September 2011 at 7pm**

1. Those present
 - a. The AGM was attended by 20 people including the trustees and representatives of the WI and Garden Matters
 - b. Apologies for absence were received from Judith Gibbins, Pete Healey and Carolyn Mortimer-Wight.
2. Minutes of the FY 2009 AGM held September 2010 were accepted and signed.
3. Chairman's report. Attached.
4. Accounts and Treasurer's report. Report and accounts attached.
5. The meeting thanked the trustees for the efforts during the last year and accepted their resignation according to the constitution. The following put themselves forward for election to the committee and were accepted unanimously;
 - a. Block Hirers representatives
 - i. John Andrews (Movements Plus and Heart Exercise)
 - ii. Kelvin Freer (Rendevous)
 - b. Village User Organisations representatives
 - i. Lenora Smith (Playgroup)
 - c. Parish Council Ex Officio Members
 - i. Peter Richmond
 - d. Residents of Bishop's Cleeve
 - i. John Beattie
 - ii. Judith Gibbins
 - iii. Sandra Raven
 - iv. Margaret Harborne
6. The meetings thanked those who had volunteered during the year in support of the committee.



- a. The meeting noted that Gill Dawson had asked to step down from Booking Secretary at the end of December 2011. The meeting expressed their thanks to Gill for her efforts for the Barn and wished her well for the future.
 - b. Ruth Low indicated that she would be happy to continue as Allotments Secretary and Carolyn Mortimer-Wight indicated that she would be happy to continue to support the committee with respect to the care of the building. The meeting was happy to accept their offer of support.
7. Report on the extension and the future of the Village Hall. See the Chair's report.
8. Reports from any user groups who wish to report. None were offered.
9. Professional services and advisors
- a. It was agreed that the trustees should change the bank used from NatWest to LloydsTSB to allow the trust to gain internet access to the their account, a facility not available from the NatWest. This was agreed unanimously.
 - b. It was agreed unanimously that the trusts accountants for the next year should remain Burchall Business Systems 1 St Margaret's Terrace Cheltenham GL50 4DT.
 - c. It was agreed unanimously that the trusts solicitor for next year should remain Andrew Chapman, Baileys solicitors, 7 Royal Crescent, Cheltenham GL50 3DF
 - d. It was agreed unanimously that the trusts insurers for the next year should remain Ansvar, St Leonard's Road, Eastbourne, East Sussex, BN21 3 UR
 - e. It was agreed unanimously that the trusts insurance brokers should remain M Wood Insurance Services 115-125 Oxford Street Pontycmmer Bridgend CF32 8DE
 - f. It was agreed unanimously that the trusts saving bank should remain The Charity Bank 194 High Street Tonbridge Kent T9 1BE
10. AOB.
- a. There was discussion about the architect's new proposals for phase 3. In particular there was general agreement that;
 - i. The bar could be in the New Kitchen/Servery leaving the first floor room available for hire.
 - ii. The new room above the old staircase could be used for a first floor kitchen.



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- iii. The new glazed front doors should be protected from accidental damage for backing cars or vandalism by two bollards spaced off from the sides of the door.
 - iv. The old kitchen should be improved with specific facilities for making hot drinks.
- b. The John Payne of Cleeve Garden Matters mentioned that he had found too many small stones taken out of the low wall to the extension by vandals and asked if the wall could be pointed with lime mortar.
11. The meeting closed at 8.15pm with a tour of the new extension.

John A C Beattie, Chairman of Trustees
20 September 2011