



BISHOP'S CLEEVE
TITHE BARN

Run by volunteers for the benefit of the community

Bishop's Cleeve Village Hall
Registered Charity 301465

**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 16th September 2013 at 7pm**

1. Those present
 - a. The AGM was attended by John Beattie – Chair of Trustees; Andrew Reece – Trustee and Parish Council Representative; Judith Gibbins – Trustee and Treasurer; Kelvin Freer – Trustee and Regular User representative; John Andrews – Trustee and Regular user representative; Peter Richmond – Trustee; and Cheryl Parsons – volunteer Booking Secretary.
 - b. Apologies for absence were received from, Ruth Low – Volunteer Allotment secretary, Lenora Smith – Trustee, Playgroup Leader and Regular user representative; Ian Cann - Regular User.
2. Minutes of the FY 2011 AGM held September 2012 were accepted and signed.
3. Chairman's report. Attached.
4. Accounts and Treasurer's report. Accounts attached.
5. The meeting thanked the trustees for the efforts during the last year and accepted their resignation according to the constitution. The meeting accepted the resignation from the Trustees of Margaret Harborne and thanked her for her efforts over the years and wished her well for the future, as they did the other trustees who had not put themselves forward. The following put themselves forward for election to the committee and were accepted unanimously;
 - a. Block Hirers representatives
 - i. John Andrews (Heart Exercise)
 - ii. Kelvin Freer (Rendezvous)
 - b. Village User Organisations representatives
 - i. Lenora Smith (Playgroup)
 - c. Parish Council Ex Officio Members
 - i. Andrew Reece
 - d. Residents of Bishop's Cleeve
 - i. John Beattie
 - ii. Judith Gibbins
 - iii. Peter Richmond



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6. The meetings thanked those who had volunteered during the year in support of the committee. Including those who undertook ex-committee roles; Cheryl Parsons for taking on the role ex committee, Ruth Low for continuing in the role of Allotments Secretary, and Leigh Norwood the Designated Premises Supervisor and licensee.
7. Report on the extension and the future of the Village Hall. See the Chair's report. It was also reported that listed building consent and planning permission had been obtained for the dormer windows in the Main Hall, and Quattro had undertaken a blind tender review and a preferred bidder had been selected and approved by the Trustees. It is planned that the work should take 6 to 8 weeks will be undertaken in July and August 2014 and bookings were not being taken for that period.
8. Reports from any user groups who wish to report. None were offered.
9. Professional services and advisors (For contact details see the Chairman's Report)
 - a. It was agreed that the Trustees should close the NatWest account and hold only the Lloyds current account.
 - b. It was agreed that the trusts accountants for the next year should remain Burchall Business Systems Cheltenham.
 - c. It was agreed that the trusts solicitor for next year should remain Andrew Chapman of Baileys solicitors Cheltenham.
 - d. It was noted and approved that the Trustees broker had been changed to Oncover Insurance Ltd Gotherington.
 - e. It was agreed that the trusts insurers for the next year should be as advised by the broker, Hannover Re and Markel (UK).
 - f. It was agreed that the trusts saving bank should remain The COIF Charity Bank Tonbridge.
10. AOB. There was no other business.
11. The meeting closed at 8pm

John A C Beattie, Chairman of Trustees
17th September 2013