

# Tollerton War Memorial Institute

## AGM

Minutes of meeting held Tuesday 24<sup>th</sup> April 2018, at the Black Horse Pub, 1930.

**Present:** Tim Brook, Yvonne Brown, Jenny Bullock, Richard Walker, Ian Galtrey, Renu Bindra

**Apologies:** Philippa Wordsworth

The meeting started at 1930. Tim Brook welcomed everyone to the meeting and thanked them for attending and their efforts over the year.

**Chairman's Report:** Tim shared his report with everyone. The hall has regular users during the week, Zumba on Mondays, Body fit on Tuesday and Thursday, during the winter months Bowls and Diddi Dance on Friday mornings. Also, the NHS used the hall seven times in 2017, plus twice as a polling station. On top of this, occasional use for private hire.

The committee had been very active over the year in organising seven events. These are all planned in aid of the community, and always gratefully received. We see a range of people coming to the hall for the Brunches and tea shops. In 2017 we held a car treasure hunt and a Chilli Hoe down, both successful and plan to be repeated in 2018.

Feedback from users about the hall is very good, with many positive comments. Previously in 2016, the hall has been decorated, bar area expanded, had new curtains and a new boiler. In 2017, we required remedial work to the electrics for a certificate to be issued. This work included a new distribution board, toilet lights and a new hob. In total, this work came to £1,787, carried out by 'Electric Blew'.

In October 2017, the floor was sanded and varnished at a cost to the Parish council of £3,936. This work has made a very large improvement to the hall. This work overran due problems which prevented some clubs using the hall.

More recently the hall has had a new dishwasher installed, a door closer mechanism replaced and two emergency lights replaced. Outstanding work is required to fix a small leak under the kitchen sink, uprate the curtain tracks and uprate the loft ladder.

Two major projects that would be great to achieve are the overhaul of the rear area so that it could be used for BBQ's, and the resurfacing of the front carpark.

**Treasurers Report:** Yvonne shared out the report for the year ending 31<sup>st</sup> Dec '17, which was well received. Thanks to the efforts of all the committee members, plus their families and friends, income was up 23% over 2016. Financial success was helped by the Parish Council funding the flooring. With the loss of the Ballet class early in the year, the halls income was **£9,729.23** which covered costs of **£8,252.73**, making a gain of **£1,478** for the year.

The Tea shops and Sunday Brunches bring useful returns, which combined with the regular users, are proving good solid means of funding the hall.

Utility bills are kept under review to ensure the hall is on a good contract, and we have had a rebate from the water company. Unfortunately the hall only receives an 80% rebate from the council tax, so work is required to apply for 100%, as this costs the hall £450pa.

Bank balance as at 31<sup>st</sup> December 2017 was **£8,889.51**

**Re-Election of Committee Members** All members stood down. Tim Brook to continue as Chairman and booking secretary (though he recognises that multiple roles can produce a lot of burden), proposed by Jenni Bullock, seconded by Renu Bindra. Yvonne Brown as Treasurer, proposed by Jenni Bullock, seconded by Renu Bindra. With the absence of Philippa Wordsworth, she was proposed as Secretary by Jenny Bullock, seconded by Renu Bindra. Accepted as ordinary members were Renu Bindra, Richard Walker, Ian Galtrey and Jenni Bullock.

Post this point in the meeting, communication from Philippa Wordsworth requested stepping down from the role, though happy to continue if nobody could be found. She has expressed a desire to continue as an ordinary member. This was accepted and a search is required for a new secretary.

**Official Thank you** It was felt strongly by the committee members that an official thank you should be recorded as a thank you to all the partners, families, friends and villagers that have come together and help make the hall the success that it is.

The following has been added by Tim while writing these minutes: Events require a lot of planning and effort to bring them together and every little bit truly helps. To those that help set up, put up posters, cook, bake, serve, wash up, provide flowers, do odd jobs, repairs, clean up, paint, put the bins out, unblock drains; Thank you.

Thank you to Sheila Johnstone for her support and help with events at the hall. Sadly, Sheila had requested to step down from the committee.

Also thank you to Philippa and Steven for their support and efforts cleaning the hall every week, which usually includes making the odd repair here and there. They also ensure the supply of toilet rolls, bin bags etc. Thank you to Daryl Lardner, as he has been called upon on more than one occasion to unblock the toilets. And finally, thank you to the members of the Parish Council for their interest and support of the hall.

The efforts of many are creating a lovely facility and helping to grow a really positive sense of community here in Tollerton.

The AGM finished at 2024, but the meeting continued with the following.

Tim confirmed the tasks completed recently. These were the dishwasher and door closer mechanism replacement. He had also placed the instruction manual for the hob at the hall, as the recent Brunch highlighted the need for them. It was easy to lock the controls, not so easy to unlock them.

PAT testing was carried out on 4<sup>th</sup> April.

Very recently, a member of Zumba became trapped in the disabled toilet. This was caused by a malfunction of the latch mechanism. Tim has inspected and is satisfied that it can't happen again as the item at fault, has been removed. No further repairs are required at this time, but this will need to be monitored.

A replacement uprated curtain track was on order at a cost of £83. This will be delivered to Tim and fitted at a convenient time. Tim has also ordered a replacement end attachment for the hoover, as the current one is needing regular repairs. This has cost £36.19.

As already stated, the loft ladder needs uprating as the current one has a working limit of 100Kg. A heavy tradesman carrying tools can easily exceed this.

Richard has received one quote so far regarding an Asbestos survey. This survey is something that we believe has not been carried out before, and something that tradesmen may request. To ensure we have done our best, this will need to be carried out so that the information will be there for the future.

Fire risk assessment is due for review in June

Tim suggested that as per the AGM notes, the two major projects that the hall would greatly benefit from, is the installation of a new patio at the rear, and new Tarmac at the front.

The next event is the car treasure hunt on Sunday 20<sup>th</sup> May.

Due to the dates of half term, it was agreed to move the date of the Cheese and Wine evening to the 9<sup>th</sup> June. Tim is required to apply for the Temporary Event Notice (TEN).

Yvonne raised a concern over our risk to nut allergies. Tim stated that he would speak to Environmental Health at Hambleton District Council for advice.

Tim is to create a new constitution as the old one can't be found. This is required to operate, and also to apply for the total discount of council tax.

The meeting closed at 2115