

BOLTON LE SANDS Village Hall / Community Centre

Registered Charity 700264

MINUTES Annual General Meeting Wednesday 18th May 2022 at 7.30pm

Management Committee:

Dorothy Carruthers	(Chair)	Mike Ashton	(Caretaker)	Carol Wolfenden	(Cleaner)
Peter Bayliss	(Treasurer)	Louise Belcher	(Hort Soc)	Helen Williams	(HT)
Sharman Robinson	(Booking Secretary)	Linda Leak	(PC)	Richard Marsden	(Seq)
Ian Birnie	(Secretary)	Amanda Birnie	(Res)_		
Parish Council Rep	Cllr Mark Archer (apologies)				
c.c. Comm Centre Notice board					

- Meeting opened** at 7.30pm and Chair, Dorothy Carruthers, welcomed everyone. Covid security and safety measures were no longer required.
- Apologies** had been received from J.Bond, J.Smith, B.Kershaw, T.Stephenson and L.Bailey
- Declarations of Interest –None
- Minutes of the AGM** held on the 25th May 2021 were proposed as a true and correct record by L.Belcher, seconded by R.Marsden.. All in favour.
- Matters arising** –would be dealt with during the course of the AGM. The building contents still needed to be valued at some point. CCTV had been connected to the internet.BT web site closed and temporary one established. This had been successfully integrated into the Parish Council web site at no cost. The PC were thanked for this.
- Chair's Report** D.Carruthers (Chair) gave a brief report on the centre. Covid had continued to keep the centre from being fully utilised towards the year end, however it was now business as usual. The roof was due to be renewed in August (15th – 25th) at a cost of £11,400. Hirers need to be prepared for some slight disruption (noise, dust etc).It was hoped to keep the centre opened throughout. A grant has been applied for from the Lancashire Environment fund to part fund the installation of photo voltaic solar panels. We will not know if we are successful until well into July. A web based booking system (Hallmaster) has been trialed by Treasurer and Secretary at no cost. At the moment it is not flexible enough for our use .A keysafe will be installed to provide emergency access to the gas shut off and meter by the fire brigade. An emergency light testing log book will be used to test the lighting.
Replacement window panels were required as some had been vandalised and others warped due to the sunlight. Lighting was being re done in the "Ladies". The chair concluded with special thanks to, Treasurer, Booking Secretary, Caretaker, Cleaner and Secretary for their help in the last 12 months.
- Finance Report** P.Bayliss was preparing a statement outlining the year end accounts which gives a clear explanation of them. This will be circulated with these minutes. In his absence the Sec read a precis from the year end accounts. The balance on the account as at 7pm was ££42,893.95. The account was monitored by the chair and secretary. I.Birnie and S.Robinson proposed and seconded that the accounts be accepted. All in favour.
The management committee had been allowed to discuss utility charges with the PC. Moves were afoot to move billing directly to council who would then re charge ,bowling, sports, preschool etc. It was hoped to transfer by the end of the year.
On behalf of the Treasurer the secretary proposed and SR seconded that an amendment to the resolution of May 2016 should read;
That any organisation that fails to pay its invoice for utilities re-charged from BLSCC within 14 days of the invoice date shall be subject to an administration charge of £5.00 and an additional charge of £5 for each complete 14 days, thereafter, to be applied to the next utilities re-charge invoice. Carried .
The ever increasing cost of gas and electricity was a concern.
- Appointment of Trustees.** An up to date list of all trustees was available on the Charity Commission website and trustee declarations and GDPR forms had been completed. Chair thanked those present for acting as Trustees.

9. **Election of Officers** – Chair, Treasurer, Booking Secretary and Secretary were elected en-bloc. Proposed L.Belcher seconded A.Birnie. All in Favour.
10. **Appointment of Auditor** T.Seton had agreed to continue in this role. Proposed by Secretary and seconded by Booking Sec ,all in favour. Chair thanked her for undertaking this important task.
11. **AOB** There being no other matters for the Annual General Meeting the Chair thanked all and closed the meeting at 7.48pm

Signed.....D Carruthers (Chair)

SignedT.I.Birnie (Sec)

Next meeting will be held;14th September 2022

Treasurer's review of the year