

CAMELFORD HALL ANNUAL GENERAL MEETING.
Monday, 1st August 2022.

Item 1. Present: J. Pearce, M. Shillaber, J. Metters, D. Rotchell, S. Theobald, M. Gee, J. Burnard, J. Sleeman, H. Scawn, D. Taylor, L. Rowe, L. Jerram-Smith, R. Rotchell.

Item 2. Apologies: K. Smeeth, S. Bond.

Item 3. The Chairman welcomed all present to the meeting. There was no fire drill expected but all exits were pointed out.

Item 4. The Minutes of the Annual General Meeting held on 1st August 2021 were agreed as a true record of the business transacted and signed by the Chairman. No matters arising.

Item 5. Chairman's Report: J. Pearce thanked the outgoing Hon. Treasurer, Jenny Ahern, for her outstanding service to this committee over the past years and wished her well for the future in her new home. He thanked D. Rotchell for standing for election to take on the role of Hon. Treasurer. He also thanked J. Metters for the commitment shown as the Booking Secretary. He felt she was 'a force for good' in this role.

He said it had been a long, and sometimes difficult year. Problems which occurred included a serious water leak, now identified and repaired, new doors and windows finally fitted, and ongoing problem with broadband connection now resolved by installation of 2 'extenders' to boost the signal. Should the broadband go down in future the new system would automatically switch to EE and receive a 4G signal.

Item 6. Treasurer's Report: It was reported that an excess of income over expenditure stood at £12,147 for the year 2021/2022. Rental income had increased from £6,354 in 2020/2021 to £16,922 in 2021/2022. Balance in the account at 1st April 2022 stood at £54,969. The full report filed with these Minutes.

Item 7. Booking Secretary's Report: J. Metters reported that booking for the hall facilities were going well with 34 bookings already received for August. J. Metters asked if a cancellation policy should be put in place? J. Pearce proposed a 20% non-returnable deposit should be paid at the time of booking, this was seconded by R. Rotchell and agreed unanimously. Finally, J. Metters asked that anyone wishing to contact her by telephone use the Camelford Hall number on 01840 211 114.

Item 8. Election of Officers: H. Scawn proposed that D. Rotchell be elected to serve as Hon. Treasurer and that the Chairman, Vice Chairman, Secretary and Bookings Secretary be re-elected en bloc to serve a further year. This proposal was seconded by L. Rowe and agreed unanimously.

The AGM now being concluded, Camelford Hall Committee Meeting commenced.

Item 1. Minutes of the meeting held on 24th March 2022: Acceptance of these Minutes was proposed by J. Metters, seconded by L. Rowe. Agreed unanimously. No matters arising.

Item 2. Car Park: It was noted that a considerable number of vehicles were being parked during the evenings, and overnight, in the car park, to the inconvenience of hall users. However there did not appear to be a viable resolution to the problem as it is deemed a public car park rather than being in private ownership.

Item 3. Side Entrance: J. Metters wished it be noted that now the side path had been resurfaced, and the new disabled access door fitted, this disabled person's access was not compliant with regulations as a step from the door's threshold to the path was covered by the door being too big for the aperture. It was felt the company that supplied, and fitter, the door should be required to correct their error.

*J. Pearce would check the legislation and report his findings back to this committee.

Item 4. Security Camera: It was agreed by all that a security camera was required as several acts of vandalism had occurred around, and within, the public toilets. R. Rotchell proposed this committee purchase a camera and ask Camelford Town Council to include it on the Town Council CCTV network. This proposal was seconded by L. Jerram-Smith and agreed unanimously.

*Secretary to contact CTC.

Item 5. Provision of kitchen to serve Little Acorns: This item 'left on the table' for a future meeting. It was agreed to purchase the plate warmer bought by J. Metters.

Item 6. It was noted that Mr C. Burnard has been engaged to carry out maintenance tasks around the hall and he was thanked for stepping in to clean the toilets when the regular cleaner was unavailable. To have such reliable and efficient cleaners was greatly appreciated by this committee.

Item 7. *J. Metters agreed to research the price of purchasing an 'acoustic quilt' to soundproof the doors between the kitchen / committee room and the main hall.

Item 8. R. Rotchell proposed, H. Scawn seconded that 'rubber feet' be bought to stop the 61 chairs – currently out of use – from scratching the floors. Agreed unanimously. * J. Metters

Item 9. AOB. It was noted that the password for the internet was displayed at the bottom of the noticeboard in the main hall. Date of next meeting: Tuesday, 25th October 2022. 7.30pm.

There being no further business, the Chairman closed the meeting.

* = Action point.

CAMELFORD HALL MANAGEMENT COMMITTEE

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2022

<u>INCOME</u>	£	<u>EXPENDITURE</u>	£
Rents	16922	Lighting and Heating	2171
Investment Interest	2	Caretaker and Cleaning	5807
Grant Camelford TC	1150	Water Rates	1309
Grants C.Council	10667	Insurance	1366
		Sundries	131
		Equipment, Repairs and Renewals	4535
		Telephone, Website and Broadband	801
		Performing Rights	474
		Excess of Income over Expenditure	12147
	<u>28741</u>		<u>28741</u>

BALANCE SHEET AS AT 31ST MARCH 2022

<u>ACCUMULATED FUND</u>	£
Balance as at 1 st April 2021	42822
ADD; Excess of Income over Expenditure	12147
	<u>54969</u>
<u>REPRESENTED BY;</u>	
Prepayment	1498
Cash at Bank	49637
Investment	3834
	<u>54969</u>

I CERTIFY THAT THE ABOVE ACCOUNTS ARE IN ACCORDANCE WITH THE RECORDS AND INFORMATION SUPPLIED.

Mrs Carl

R.J.S COOK FMAAT

16th JUNE 2022

[Signature]

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