

Aberlemno and District Hall
Minutes of the AGM
held on
26th July 2021

Isabelle Davies	P	Jacqui Thornton	P	Jane Cooper	P
Heather Watson	P	Caroline Stewart	P	Fiona Gill	P
Susan Norris	A	Jasmine Stoddon	A	Sandy Spence	A

P – Present A - Apologies

Welcome from the Chair

Isabelle welcomed those present and noted that due to the ongoing pandemic some people were unable to attend but that they would be given the opportunity to comment and approve any decisions made.

It was also noted that again due to the Covid Pandemic and restrictions on public gatherings this meeting was closed to the general public. However, we will investigate the possibility of future meetings being made available via either Zoom or WhatsApp should the need arise.

The Minutes for 2019

Were amended (check on HW status to vote on election of Office Bearers) and approved.

Proposed ID, 2nd JT

Matters Arising

There were no matters arising. There was no AGM held in 2020 due to Covid lockdown restrictions. The Audited Accounts were however circulated and approved by the Committee and Trustees and were submitted to and approved by OSCR (see below).

Treasurer's Report

Accounts for 2021 are attached.

JT went through the accounts giving the following explanations: -

Expenditure on maintenance increased due to a charge for Maintenance of Alarm Service

Charge of £106 and the increased purchase of janitorial supplies due to Covid requirements.

Utilities – The Entertainment Licence still needed to be purchased, just in case we were able to hold functions that would require a license. Also, the electric service provider was changed to Bulb resulting in a much lower annual service charge.

Repairs and Improvements – £833 for toilet repairs plus £480 for the new flooring and redecoration following the identification of a leaking pipe and water damage which had rotted the floor.

Miscellaneous – After discussions with the auditor a new form has been introduced for all cash receipts. Also, miscellaneous payments were required to be more specifically allocated within the accounting system. So, this year the only misc. outgoing was for Plants for the Hanging Baskets.

Chair's Report

A 'year like no other' as they say.

Firstly, thanks for keeping faith and staying on the committee and to those continuing as office bearers.

Although the Hall has been able to meet ongoing costs over the year from a grant awarded through the Council which has protected our reserves.

Events were cancelled and the Hall has remained closed except for the school when they were in. Caroline has maintained a regular cleaning regime in accordance with our Covid Risk Assessment and the school. Our Covid Risk Assessment will require updated.

We did manage a couple of outdoor plant sales but each time it looked like we might be open for business our hopes (and others) were dashed. Bookings for the Church, Country Day and Young Farmers had to be cancelled as were all our indoor events and line dance classes.

Heather and Jacqui have kept our social media/web page up to an impressive standard meeting new needs for contact and information sharing. Thanks for keeping people in touch.

Our attention must now turn to the future – with the recent plant sale, the upcoming Doors Open Day and the reopening of the Hall for bookings we hope to contribute to the return of some sort of normality – but we must be aware not only of the restrictions but also individual wellbeing and support to all in our community.

Election of Office Bearers

The current committee members all stood down but had all agreed that they would be happy to continue in their roles if re-elected.

Chair ID

Prop JC 2nd HW

Treasurer JT

Prop ID 2nd FG

Sec JC

Prop JT 2nd CS

Annual Check List

Risk Assessment and Covid Assessment – Requires some update.

Fire Alarm – checked and tested weekly by CS and all working as they should.

Emergency Lighting – checked and tested weekly by CS and working as it should.

PAT - required next year, but this is to be confirmed by JT

Fire Extinguishers – tested January 2021

Accident Record – Form at back of the book kept in the Hall

Date of Next Meeting

It was agreed that Covid Regulations permitting, the next AGM would be held in May 2022.

The Meeting was then closed.

**Aberlemno and District Hall Fund SC008578 Receipts and Payments Accounts Year Ending
31st March 2021**

Receipts	2020/21	2019/20
Lets: Line Dancers	£0.00	£988.10
Lets: Angus Council	£0.00	£1,644.00
Lets: Other	£0.00	£405.50
Fund Raising	£260.00	£3,319.42
Pictish Room	£0.00	£0.00
Bank Interest	£0.00	£83.17
Donations & Misc	£10,065.00	£1,010.10
Total receipts	£10,325.00	£7,450.29

Outgoings	2020/21	2019/20
Hall Keeper	£1,680.00	£1,680.00
Fund Raising	£0.00	£979.07
Pictish Room	£0.00	£0.00
Janitor supplies / Maintenance	£319.44	£427.44
Utilities and Licences	£1,667.07	£1,600.55
Repairs and Improvements	£1,303.80	£588.62
Misc expenses	£14.95	£1,932.69
Total outgoings	£4,985.26	£7,208.37

Summary	2020/21	2019/20
Receipts	£10,325.00	£7,450.29
Outgoings	£4,985.26	£7,208.37
Profit	£5,339.74	£241.92

Money Held	2020/21	2019/20
Float	£782.32	£522.32
Current Account	£13,504.35	£8,465.60
120 Day Notice Account	£10,161.74	£10,074.22
B&C Account (closed)	£0.00	£0.00
Total	£24,448.41	£19,062.14

Signed on behalf of all Trustees

Isabelle Davies, Chairperson

Isabelle J B Davies

Jacqui Thornton, Treasurer

J Thornton