

Aberlemno Village Hall AGM Minutes
27th April 2017
Aberlemno Village Hall

Number	Agenda Item																
1.	<p>Committee Members Present:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">Isabelle Davies</td> <td style="width: 25%;">Lachlan Macleod</td> <td style="width: 25%;">Caroline Stuart</td> <td style="width: 25%;">Chantal Fenton</td> </tr> <tr> <td>Kath Duncan</td> <td>Sue Becker</td> <td>Susan Steel</td> <td>Brian Ramsay</td> </tr> <tr> <td>Jane Cooper</td> <td>Susan Norris</td> <td>Jacqui Thornton</td> <td>Charlotte Fleming</td> </tr> <tr> <td>Ronnie O'Rourke</td> <td></td> <td></td> <td></td> </tr> </table> <p>Guests: Nicola Yarr</p>	Isabelle Davies	Lachlan Macleod	Caroline Stuart	Chantal Fenton	Kath Duncan	Sue Becker	Susan Steel	Brian Ramsay	Jane Cooper	Susan Norris	Jacqui Thornton	Charlotte Fleming	Ronnie O'Rourke			
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2.	<p>Apologies received from:</p> <p>Ellie Mackie, Dave Shepherd and Paul Duncan.</p>																
3.	<p>Welcome from the Chair:</p> <p>Meeting called to order at 7.00pm by Isabelle Davies, Committee Chair.</p> <p>Isabelle welcomed the committee members and Nicola Yarr, School Head Teacher, to this AGM and explained the format and agenda of the meeting.</p>																
4.	<p>Minutes from 2016 AGM:</p> <p>Minutes from the last AGM on 26th April 2016 were moved by Brian Ramsay and seconded by Jacqui Thornton.</p>																
5.	<p>Matters arising:</p> <p>No matters arising were discussed at this meeting.</p>																
6.	<p>Treasurer's Report:</p> <p>Susan Steel, Treasurer, ran through the highlights for the accounts for the year to 31st March 2017:</p> <ul style="list-style-type: none"> • Fund raising and hall lets are both up on the previous year • The total receipts and surplus are up on the previous year • The overall balance is up by £1,591 on the previous year <p>Caretaker remuneration to be discussed at separate committee meeting.</p> <p>Isabelle thanked Susan for her hard work on the accounts.</p> <p><u>Hall letting rates:</u></p> <p>The current rates of £10 per hour (£9 for regular users) were last increased in 2013. It was agreed to increase these to £11 per hour (£10 for regular users) with effect from 1st July 2017.</p> <p>The website and Facebook pages will be updated now to ensure users are aware of this coming change. The letting form will be updated to reflect the new rates ready for use on 1st July. Isabelle will write to the regular users to let them know of the change.</p>																

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7.	<p>Chair's Report (Appended):</p> <p>Isabelle gave a summary of the last year, the highlights from which are:</p> <ul style="list-style-type: none"> • At the 2016 AGM, George MacDonald stood down as the Chair after 20 years' service and has been sorely missed. • A year on and 5 committee members are now standing down at this AGM – Paul Duncan, Dave Shepherd, Brian Ramsay, Sue Becker and Susan Steel – Isabelle thanked them for staying on for the last year. There will be a community wide BBQ organised in the summer to say goodbye to these members properly. • There has been a lot of work over the last year on hall maintenance including the risk assessment, kitchen plans, electrical work plans, first aid box, fire extinguishers and new letting form. It has been satisfying seeing this all coming together. • Alongside this there have also been many successful events at the hall including the Christmas craft fair and quiz night. The use of the hall has increased and we are now seeing on-line bookings coming through on the website for both events and for hall lets. • Isabelle thanked the volunteers for opening the hall toilets each day now that the stones are uncovered and thanked Susan Norris for her work on the hall gardens. She also thanked Caroline Stuart for her continued hard work as the hall caretaker. • Isabelle stated that she was delighted to see Nicola Yarr at this AGM and looks forward to working together. • Going forwards the next steps are to: <ul style="list-style-type: none"> ○ Broaden the use of the hall and get the message out there ○ Consider the hall being used as a Resilience Centre ○ Consider having the defibrillator at the hall ○ Alongside the Church and the School, make this the heart of Aberlemno • Finally Isabelle thanked everyone on the committee for their work over the last year.
8.	<p>Election of Office Bearers:</p> <p>It was agreed that as per the minimum requirements in our constitution we would have 3 office bearers – Chair, Secretary and Treasurer. These were elected as follows:</p> <p>Chair – Isabelle Davies (proposed by Brian Ramsay and seconded by Jacqui Thornton)</p> <p>Secretary – Jacqui Thornton (proposed by Susan Norris and seconded by Charlotte Fleming)</p> <p>Treasurer – Charlotte Fleming (proposed by Chantal Fenton and seconded by Lachlan Macleod)</p>
9.	<p>Any Other Committee Business (AOCB):</p> <p>Brian Ramsay stated that it has been 33 years and 2 weeks since he attended his first Aberlemno Village Hall Committee Meeting and feels it is as strong now as it has ever been. Brian stated that he has great confidence in this committee and that the hall will continue to go from strength to strength.</p> <p>Isabelle tabled the Annual Checklist document and it was agreed that this will be reviewed and refined ready for future use.</p>

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	<p>It was agreed that the Constitution and Letting Form will remain the same (with the exception of the letting rate change).</p> <p>It was suggested that a 'friends of the hall' data base is developed – those that are not formally part of the committee but still want to be involved and are happy to help out at events. This was accepted by all and will be discussed at next committee meeting along with the communication plan.</p> <p>It was confirmed that the Village Hall postcode is DD8 3PE.</p> <p>The Village Hall sign will be taken forward for discussion at the next committee meeting.</p>
10.	<p>Date of next AGM:</p> <p>This was agreed as 26th April 2018 and will be confirmed nearer the time.</p>
