

**DRAFT MINUTES OF THE
ELLERTON AND AUGHTON VILLAGE HALL COMMITTEE
2023 ANNUAL GENERAL MEETING**

TUESDAY 30TH MAY

1. Welcome and Apologies

Attendees as recorded on the signing in sheet handed out before the meeting commenced:

J Ashton	M Godderidge	J Menneer	J Rogers	S Wintringham
K Barker	M Gregory	H Parvin	T Rogers	C White
G Carrington	J Hogg	M Pay	A Tattersall	F Wolfenden
L Charlesworth	N Homes	S Pay	K Treacher	C Wood
A Dickins	J Horrocks	S Pierce	S Treacher	N Wood
J Dickens	P Horrocks	D Reeves	C Turner	A Young
D Godderidge	A Hunter	D Reeves	M Underwood	

Apologies:

M Goddard	J Hawkes	S Hawkes	M Nutt	E Tompkins
D Wilson	M Wilson			

2. Minutes of Last AGM (12th July 2022) The minutes of the last meeting were approved.

3. Chair's/Treasurer's Report: Reporting Period 1/5/22 – 30/4/23

The Chairman gave a detailed presentation on the VH's activities over the last 12 months (see VH website www.hugofox.com/community/ellerton-aughton-community-village-hall). Treasurer also provided a financial update. In outline the following areas were covered:

- Current incumbents of the committee.
- Charity Objects
- Key purchases and maintenance activities during the period.
- Other projects including: utilities, grants, subscriptions, electronic working practices and change to Charitable Incorporated Organisation (CIO). A question was raised about what ACRE is. It was explained that ACRE is an organisation that provides nationwide advice and information services to village halls. Later on-line clarification confirmed acronym stands for Action with Communities in Rural England.
- Key events run throughout the year for the parishioners of Ellerton and Aughton.
- Financial summary.
- Running costs.
- Income.
- Cost of planned improvements.
- Covid grant funds remaining.

- Wednesday Club finances.
- 2023 independent auditors report.
- Current hire rates.
- Facilities and “club” updates, including: spiritual well-being; library; Film Club, Wednesday Club, Craft Club and Bumps, Babies & Tots Group.
- Other committee activities.
- Future plans, including: continued support to clubs, increase hall hire and events to pre Covid levels (sustainable income); firework night (hopefully with a bonfire); develop Christmas tree lighting; continue work to move to a CIO and register with the Food Standards Agency.

Participants at the meeting were offered the opportunity to ask questions at numerous points throughout the presentation and with the exception of the single question noted above there was nothing of any significance raised.

4. Elections. Secretary ran through the situation regarding selection of elected members of the committee. As with previous years the process involved selection of Chair x 1, Aughton Representatives, Ellerton Representatives and “other representatives” to make up a total of 8. The process is flexible and is influenced by which area of the Parish that the Chair is selected from.

- **Chair.** Only the current Chair had shown an interest in assuming the role of Chair for the following reporting period. Under the current Constitution this position is the only “Officer Post” that is directly elected by members of the Parish. There were no objections raised so Paul Horrocks (Ellerton) was duly elected as Chair.
- **Aughton Representatives.** Under the current Constitution a minimum of 2 of the 8 elected members of the committee have to be from Aughton. Els Tompkins was the only volunteer from Aughton and is a current member of the committee. There were no objections to her re-election for the forthcoming year and was duly elected. Vacancies for Aughton Representatives have traditionally been held open for individuals to be co-opted to the committee in-year if volunteers are forthcoming at any point. Secretary encouraged those present to reach out to members of the Parish living in Aughton that might be interested in joining the committee.
- **Ellerton Representatives.** Under the current constitution a minimum of 3 of the 8 elected members of the committee have to be from Ellerton. Given the Chair, already elected, is from Ellerton, then the next phase of the election would be to select an additional 2 Ellerton Representatives from those from Ellerton that had offered to stand. Given that all remaining candidates at this point were from Ellerton, the process is simplified and a further 5 candidates needed to be selected from this group of people. Secretary explained that given he had a role on the committee as the Film Club Representative he was happy not to be considered for re-election. Steve Hawkes and Karen Barker were also content to stand down from re-election if there was sufficient interest from the community. It was announced that Lesley Charlesworth, Sue Treacher and Mandi Underwood had expressed a desire to be considered for election, and that given there were 3 spaces available they would be automatically accepted onto the committee (there was no need for an election since there was no competition or opposition to them joining the committee. Lesley Charlesworth, Sue Treacher and Mandi Underwood were offered the opportunity to fill the vacancies and they accepted. Lesley Charlesworth and Mandi Underwood then provided a brief explanation as to why they were keen to join the committee.
- **2023/2024 Elected Committee.** The following individuals were confirmed as the elected members of the Ellerton and Aughton Village Hall Committee until the AGM in 2024:
 - Chair Paul Horrocks
 - Aughton Reps: Els Tompkins + 1 gapped.
 - Ellerton Reps: Lesley Charlesworth, Mags Godderidge, Mike Pay, Sue Treacher and Mandi Underwood.

5. AOB.

- Lesley Charlseworth showed interest in the origins and use of the table tennis table in the entrance foyer area. It was explained that the table and ancillary equipment were purchased via a charitable promotion called “Ping in the Community”, that it had been in the hall for a number of years, and that prior to Covid-19 it was used on a regular basis. It has been advertised on historical newsletters and with some fresh advertising it might get some more use.
- Jo Dickins asked who secured the funds for the Wednesday Club. The Chair explained this was done through grants applied for by the Vice Chair.
- Andy Dickins asked the whether the committee would consider publishing minutes of meetings. The Secretary gave some background behind recent decisions not to publish minutes:
 - it had been a challenging couple of years - which had influenced decision making on this topic.
 - It was felt that keeping an accurate record of discussion and decisions was a priority.
 - The committee is not afforded legal protection from accusations of libel and slander in the way that the Parish Council is.
 - The decision was collectively made by the committee. In the future the committee may wish to change their minds - but it is a decision for the committee and not the community given it is the committee that would potentially be exposing themselves to accusations of libel/slander.
- Andy Dickins queried if the new constitution would prevent the publication of minutes in the future. Secretary informed that there was nothing in the new constitution that would stop the external distribution of minutes if that is what the future Trustees/Committee decided to do.
- There was some discussion relating to alternatives to full external distribution of Committee meeting minutes, which included the following:
 - Keeping the minutes down to the bare minimum with little more than key decisions and action points listed.
 - Publication of a second shortened set of minutes to be displayed on the noticeboard.
 - Promulgation of key decisions involving the village hall on a regular village hall newsletter.
- The Vice Chair added, as someone who currently works in the charity sector, that the vast majority of charities do not make their internal minutes public because the minutes: need to reflect candid discussion; are potentially auditable by the Charity Commission; ned to be more than a simple record of actions and decisions.

6. **Date of next AGM.** To be confirmed by the future committee in 2024.