

Winsford Village Hall

Minutes of the WVH Annual General Meeting held on Tuesday June 26th 2018 at 7.30pm.

Present

Sue Hayes (SH) Chairman and Booking Secretary

Ian Whybrow (IW)
Helen Richardson (HR)
Sue Brooks (SB)

1. Apologies.

Apologies were received from Carole French (CF)

2. Approval of minutes.

The minutes of the meeting held on 1st May 2018 were approved and duly signed by SH.

3. Matters arising from the minutes.

Defibrillator – the defibrillator has now been moved into the cabinet and Beverley Flanagan has distributed cards to all with the access code (C851999).

Sue Brooks distributed a consent form for trustees to sign and will pass this to Steve Hunt (SAH) who is arranging for ownership, maintenance and insurance of the defibrillator to pass to WPC.

Action SB/SAH

Insurance update and way forward – The Winsford Recreation Association (WRA) are not pursuing the proposed merger with WVH as previously suggested so the two organisations will continue to arrange their insurance separately.

Safeguarding in Charities - An annual review of any activities to be monitored, to meet the expectations of the Charity Commission is fulfilled via the Activity Schedule. Any additional concerns to be immediately brought to the attention of the committee.

Action ALL

4. Treasurer's Report

As this is the first meeting following the start of the financial year there was nothing to report other than a slight decrease in the current account due to a small maintenance expenditure. Income from hire has yet to show on the accounts.

5. Secretary's Report

SB distributed the "Declaration of Acceptance and Willingness to Act" for the current Trustees to sign. Absent Trustees will be contacted separately.

Action SB

4. Website update

HR advised that the website was up to date but that Beverley would be asked to ascertain un-to-date contact details for some of the clubs.

Action HR

5. Activity Schedule review

In accordance with our risk management procedure this was updated and will be circulated with the minutes.

Action SB

10.Future events

Winn Club Strawberry Cream Tea - 01/07/18 at 2.30pm

Village fete – 11/08/18 Setting up to take place on the Thursday at 6.30p.m.

AOB

The BT contract is due for renewal and the cost (shared 50:50 with WPC) of continuing or an alternative will be looked at. There had been no increase in bookings as a direct consequence of this feature. Action IW

SB advised that, in compliance with recent Data Protection legislation, the personal details of committee members are held on a password-protected laptop.

An apparent spoof email from Calder Conferences had been received via the Winsford website. SB reminded members to be vigilant before passing on or replying.

SH asked if the exterior gloss paintwork of the hall could be refreshed. It was agreed for SB to ask for quotations for painting. SH will ask the builder who painted the outside walls 10 years ago if there is any reason why this paint can't be overpainted.

Date of next meeting

Trustees' Committee meeting 16th October 2018 – 7.30pm

The meeting closed at 8.25pm.