**HEVER VILLAGE HALL**

**Minutes of the Annual General Meeting**

**Held on Wednesday 26th June 2019**

Attendance: Gerry Ryan (Chairman), Jan Ryan (Treasurer/Bookings Secretary), Lisa Cowell (Vice Chair), Bridget Harris, Jane Rosam, Mandy Yarnold, Laura Palmer

David Baron, Phil Lindsay, Mahala Turnbull, Doug Bowern, Elly Heard, John Adkins.

Apologies: Joanna Wade, Jan Tolfree, Martin Briggs, Charlotte Cole, Caretakers Derek and Mary Rice, Jean Slade, Bob Turnbull, Matthew Dickins

MINUTES OF THE 2018 AGM AND MATTERS ARISING

Copies of the Minutes (and the financial report) had been distributed in advance of the Meeting, and the Minutes were accepted without amendment. There were no Matters Arising.

CHAIRMAN’S WELCOME

In welcoming all to the newly decorated Hall, Gerry congratulated all the Committee, their spouses, partners and friends for doing such a magnificent job of redecorating the Hall. In particular, he mentioned:-\_

* Wendy and Ivor Macklin for their professional leadership and training by example, materials procurement, loan of equipment and dedication to the task.
* Laura for her provision of welcome refreshments for the team and her practically single handed decoration of the Gents Loo, Ladies Loo and Kitchen, and together with Lisa, giving the floor a good clean and donating (Lisa) and fixing, the splendid toilet door Signs.
* Mandy for arranging the Waitrose ‘Green Token’ charity grant , which covered the majority of material costs.
* All involved in the great team effort over, in fact, 5 days (17 – 21st May), be it in the washing and ironing of the curtains, or the magnificent and at times, acrobatic, painting (out) of the roof cables (by friend Bob Turnbull and Laura), or the sheer hard work of preparing and painting.

All in all, we had a demonstration of the wide ranging capabilities of the ‘team’ as a whole, which augers well for future projects.

BOOKINGS/TREASURER’S REPORT

Jan, in reviewing the 2018/19 Accounts (now audited), said that the small loss (£114) for the year was not forecast, and was beyond our contingency, i.e. the loss of some sources of revenue (e.g. The Friday Market £180) and some unusual expenses such as the ‘mouse fridge.’ replacement (£165) and vandal repair glazier’s bill (£208). Gerry, in thanking HCS (Hever Countryside Services – Kevin Agate) for cutting the Paddock grass, observed that the Hall benefitted both financially and in appearance by such excellent acts of community awareness.

The Accounts report was accepted by the Meeting.

Jan pointed out that income from lettings was increasing and introduced an analysis of this income which showed that lettings from parties (children’s and others) and Home education (children), contributed 46% by value, and 65% by number, of the entire income. This was important as we are receiving repeated requests from those sources for the re-instatement of “our coloured lights” (removed for re-decoration). This will be taken on board at the next Committee Meeting (Aug 14th).

SURVEY REPORT

Gerry said that since Lisa’s excellent analysis of the survey results, the Committee has been considering how we might alter the structure of the Hall in order to accommodate, or make provision to accommodate, some, or most of the survey requests/recommendations and additionally take notice of wishes expressed by Hever School (not represented). Gerry had proposed two possibilities: - a) Move the back wall 2 metres towards Forge House. The roof would be supported by a span of (very attractive) oak beams and posts (would be gifted by Scott & Partners). This would provide 24sqm. of general/storage space, costing £32k and b) Move the front wall and porch 1.8 metres southerly, (similarly supporting the roof). incorporating a relocated men’s loo. This would provide 17sqm of ‘reception’ space, including access to both the men’s and ladies loos, costing £48k.

He had additionally proposed to re-sculpt the Hall’s immediate grounds as asked for in the Survey, providing a Hall frontal paved area for vehicular access (delivery or disabled) to the Hall from the car park, as well as grassed and recreational areas. Estimated cost £9.8k.

All Costs stated in Gerry’s proposals are Contractors first estimates.

The Committee *has n*o*t* endorsed this approach so far, as Lisa had offered to involve her cousin Peter Hopkins, who is a retired Architect with an interest in building like ours, in our project.

Lisa explained that Mr Hopkins (Peter) had visited Hever in the past weeks and had spent considerable time examining the building (including crawling under the floor !), Lisa had distributed his report to Committee and it states that the building is sound and typifies the ‘tin tabernacle’ style, an example of which can be found in the Weald & Downland Museum. He recommended the introduction of some ‘air bricks’ to improve air circulation and added three ‘Thoughts’ for expansion, viz..

Thought 1) Build an extension westerly (Hever Road side) of 2m. This would give additional storage space of 19.2 sqm at a cost of £29k (Peter said that an extension cost of £1500/sqm could be reasonably used).

Thought 2). Move the back wall 2m for the full length of the building, adding 26 sqm at a cost of £39k, (presumably the same oak beams – as in Gerry’s ideas - could be used to support the Hall roof).

Thought 2a). Move the back wall 3m similarly, providing 47sqm additional space costing £70.5k (windows would need to be in the roof)..

Gerry thanked Lisa for her much appreciated initiative in organising Peter’s visit and said he would like to contact Mr Hopkins through her to express the gratitude of the Committee and indeed the whole Community for his landmark visit, which would head the agenda now and in the future.

On Grants, Mandy gave an update of the general grant situation relative to our project. Most applications request details of plans and planning permissions sought and /or obtained. There are various avenues for exploration including ‘brokers’ who normally include their commission in the sum requested. On the Waitrose grant of £323 achieved, Mandy said that the store would be prepared to run the appeal again – in a few months time.

ELECTION OF TRUSTEES AND COMMITTEE

The Chairman reported that Jan Ryan wished to resign as Secretary, whilst retaining the office of Booking Secretary and Treasurer. He was pleased to advise that Mandy Yarnold had volunteered to take over as Secretary. Jan was thanked for her secretarial services over many years and Mandy was welcomed as Secretary.

Existing Officers & Committee Members to be re-elected *en bloc* with the addition of Bob Turnbull, was proposed by (a.o.) Jane Rosam and agreed unanimously.

ANY OTHER BUSINESS

Laura said that various people had asked her whether the Hall could help in the provision of facilities for a Nursery school as an adjunct to Hever School. The Chairman replied that there had been many opportunities to raise this and similar points regarding use of the Hall by the School (not least of which was via their membership of Committee) but apart from two specific requests to book the school in the immediate future (which dates/times were already booked by others), there had been no contact.

David Baron asked if the Committee had discussed his suggestion of initiating a *‘Friends of Hever Village Hall’* group as a means of providing additional revenue. Gerry thanked David and said the proposal had not yet been discussed, but he would ask Mandy (now Secretary) to ensure it was on the agenda for the August Meeting.

There being no other business, the Chairman then thanked everyone for their attendance, offered refreshments (thanks to Jane Rosam, Lisa and Laura) and then closed the Meeting.

Jan Ryan 30/06/19