

Minutes of Town Hall Committee Annual General Meeting 22 September 2022

1 Participants

Karen Groom, Stephen Swinbank, Sue Eyre, Elaine Wilson, Greg Jones, Stephen Lott, Colin Arney, Clair Bamber, Brian Rogers, Julie Fretwell

2 Apologies

Avril Davies, Sheena Bexson

3 Minutes of last meeting

Agreed by all.

4 Matters Arising

SL is continuing to pursue quotations for the purchase and installation of a suitable projector, screen and sound system.

KG has treated the yard and side alley for weeds, but may need to do it again before winter.

SE has purchased a corkscrew for the kitchen.

Progress on setting up the Scribe accounting and booking system has been made, but it is a long term project that needs a lot of time to get it properly established. Once it is set up, it should lead to a much more efficient and streamlined system.

5 Chairperson's report

KG thanked all of the committee members for their hard work and dedication throughout the year. Particular thanks to SS for everything that he does so diligently to keep the Hall running in good order, and to BR for all of the DIY and maintenance that he undertakes.

6 Treasurer's Report

IVINGHOE TOWN HALL MANAGEMENT COMMITTEE

Town Hall Treasurers Report YEAR ENDED 31 March 2023

	6 months	Y/E	Y/E
	2023	2022	2021
Rental Income to Date	£2,264	£1,089	£7,099
Operating Surplus / (deficit) for the Period	£83	-£2,456	£3,357
Exceptional Item - Net Grant <i>(after new heaters & grant applied)</i>	£0	£18,023	£0
Bank Account - ITH Current A/c	£26,456	£26,038	£11,636
Debtors - O/s Hire Fee	£119	£250	£144
COIF	£10,000	£10,000	£10,000

Summary

Operating Results: Hall rental is up on last year as would be expected due to Covid-19 but down on the previous year by approx 36%. This is due to two weekly hirers out of seven, reducing their hire to one class per week as opposed to two, which would suggest people are still slow to come back. Secondly, one of the seven weekly hirers has cancelled and moved to another hall due to not being able to have consistent booking due to monthly bookings, which suggest that weekly hirers should take priority, and the three monthly hirers should all be moved on the same day in the week.

Our expenditure compared with last year has increased by 10% mainly due to electricity costs (we have not gone through winter yet).

We have generated a small surplus in the first six months, which has recovered from the loss generated from normal operating in the previous year (excluding the grant).

Total grant money received last year was £21,099, the net income after allowance to the hirers £258 and decorating/floor revarnish £2,818 was £18,023 and remains in the bank. There has been no funds used from the grant for repairs or to support hirers in this current year.

7 Booking Secretary's Report

SS has decided that it is time for him to retire from the committee after almost 20 years service. His final report includes lots of invaluable information for the future Bookings Secretary and will be forwarded to JF. The whole committee expressed their gratitude and best wishes to SS with a round of applause.

8 BVCL Report

The full minutes of the BVCL AGM have been forwarded by AD, along with the financial report, and are attached, in full, to the end of these minutes.

9 Election of Officers

Chair - Karen Groom

Vice Chair - Claire Bamber

Treasurer - Greg Jones

Secretary - Sue Eyre

Minutes Secretary - Elaine Wilson

Booking Secretary - Julie Fretwell

BVCL representatives - Colin Arney and Avril Davies

The above all agreed to take on their respective roles and were agreed unanimously by the committee.

10 Election of Trustees

As SS will be stepping down as a trustee and signatory to the bank account, a replacement is needed to join the other two trustees and signatories: GJ and BR.

KG proposed SE, who agreed to take on those roles. This proposal was agreed unanimously.

11 Hall Condition Report

The hall is in immaculate condition. KG thanked SS and BR for all the hard work that goes in to achieving this.

12 Update of Constitution

SE has been looking in to this and suggested that it should be an agenda item for the next meeting. GJ has had correspondence from HMRC about registering with them. He is making enquiries about whether or not the Town Hall is exempt from this requirement. **AP - GJ to report back to committee at the next meeting on the tax status of the Town Hall. The Update of the Constitution to be included on the agenda for the November meeting.**

13 Any Other Business

It was suggested that the new booking secretary should have a dedicated Town Hall email address and a mobile phone that was solely for the purpose of taking bookings. This needs to be organised as soon as possible so that the website and notice boards can be updated, and an announcement can be made in the next edition of the Beacon magazine. **AP - JF to research best deal for a mobile phone and pass on information to GJ to make the purchase and sign the contract.**

13 Date of Next Meeting

It was agreed that the committee will meet again in person on Thursday 24 November 2022 in the Town Hall at 7pm.

The meeting closed at 8.35 pm.

Beacon Villages Annual Report 2021-22

Later this year Ivinghoe Library will achieve its 10th anniversary as the Beacon Villages Community Library.

It feels as if in the last two years life has been on hold while we attempted to continue business as usual as we battled the ups and downs of the pandemic.

Finally this year normal service has almost been resumed with a tentative return to full pre-pandemic opening hours when possible.

I have to thank the Library Manager and all the volunteers in their different

roles, either

'customer facing' or behind the scenes for their commitment, patience and flexibility in keeping everything going, and the small group who organise our associated annual event BeaconLit .

We have seen from our monthly borrowing figures and by recording all enquiries made concerning council services, although not exclusively, as some enquiries are unclassifiable, that the library is a much needed resource. We have even invested in a card reader for cashless transactions.

We have also hosted visits from local Beavers for their Library Badge, and a work experience placement from a pupil at Cottesloe School. For quite some time the library received a regular delivery of Covid LFT testing kits, available to the public, for which many were grateful particularly when supplies were short elsewhere.

Although we haven't been able to proactively organise any community events, BeaconLit, the book festival started by the library in 2013, did 'pop up' for a half day in 2021 in a socially distanced venue at the Ivinghoe Hub, and was simultaneously live streamed. It was enthusiastically supported by Our Bookshop Tring, the BBC's Adina Campbell, and intrepid writers Cara Hunter and Sophie Ward.

This year on July 16th BeaconLit returns to Brookmead School for a full day of A list writers, including Ruth Hogan, Nazar Afzal, Stacey Halls and Ayanna Lloyd Banwo. We have to thank Dave Sivers as the mainstay of the festival for the incredible line up of authors.

The Flash Fiction competition associated with the festival still contributes to library funds, as do ticket sales.

Other regular fundraisers for the library are the 100 club, and a constant trickle of on line sales of donated books, both organised entirely by Colin Arney.

Finally we are looking forward to yet another major review of the statutory library service, from which changes may or may not materialise. The Community Libraries have managed to get together just once this year as a group to see if they share any common ground, and if it is possible to influence the review in any way. Beacon Villages is the smallest library in the county but can hold its own in any context.

Avril Davies

Chair

BVCL

<https://bvcl.org.uk/agm-2022-treasurers-report>