

PELHAM HALL MANAGEMENT COMMITTEE

ANNUAL GENERAL MEETING

Pelham Hall, 6:30 pm, Monday 20th May 2019

DRAFT MINUTES

PRESENT: David May, Jan Harrhy, Andy Henstridge, Lance Rowell, Roger Forbes, Sarah Haeffner, Anne May, Tom Rigby, Nigel D Roles, Nikki Scarr, Phil Harris, Neville Pullen, Sally Henley, Mary Wakeling

1. **APOLOGIES** –Karen Rollings, Paula Brady, Geraint Thomas, Adam Burtt-Jones, Ann Oakeley and [John Bradley](#), ~~John Bradley~~
2. **APPROVAL OF 2018 AGM MINUTES** – Approved and agreed to make public.
3. **MATTERS ARISING FROM THE MINUTES of 2018 AGM** – None

4. **CHAIRMAN'S REPORT**

“Pelham Hall reached a significant milestone during the last 12 months – the current building was 25 years old – and some 120 marked this with a splendid dinner and disco. A 25th anniversary cake needed to be cut too, and who better to do this than representatives of those who made the rebuilding possible.

Another truly memorable event was spawned from Tom Rigby's drive and passion – three sold-out performances of our very own village panto, Aladdin. This really seemed to strike a chord with many in the community and the huge success of the enterprise was helped by the way in which a diverse variety of talents gelled together seamlessly. Everybody contributed something and everyone felt a part.

The Events Committee played a significant role in facilitating both the dinner and the panto. They continue to be responsible for all the usual events too, supper nights being the most prominent, as well as one-off events such as the recent ceilidh and the Christmas wine tasting. We are lucky to have so many members of this committee willing to devote time and energy to staging the events which we all enjoy.

We continue to improve the fabric of the Hall too. During the last 12 months, new windows have been installed, lighting has been upgraded, WiFi has been installed and many other routine jobs have been completed too.

Two more major achievements have related to heating and solar energy. We've had the heat pump which warms this room overhauled and got it to work properly for the first time for years, and we've installed a smart thermostat so that it can be controlled remotely.

And the 48 solar panels which sit proudly on the pavilion roof are now working well. At full pelt, the peak output so far has been 10 kW, enough to power 4 electric kettles, and we generate up to 80 kWh per day, enough for over 3000 cups of tea!

This is my sixth AGM in the Chair and, according to our governing document, I'm now well past my sell-by date, so I announced my intention to retire at this AGM during last November's committee meeting ... plenty of time for a lengthy queue of those wishing to take over to be jockeying for position!

Many will remember the unique circumstances under which I found myself as a reluctant Chairman in November 2013. In retrospect I must have relished the challenge of this role as I'm still in post nearly six years later! A lot has happened in this time, one major milestone being the overdue update of how the management of the Hall is conducted. We now have a 21st century governing document and have devolved such things as the management of events, the premises and the bar in such a way that our two monthly meetings can concentrate more on strategic issues.

Another major reform has been the successful application for a full licence which meant that the bar could be opened much more regularly and that there was no longer a need for the Social Club nor for the dreaded TENS, Temporary Events Notices needed whenever outsiders might be served. Increased use of the bar and such things as the introduction of the 100 club have helped boost the Hall's turnover so much so that it has trebled during my time as Chairman.

I take little credit for the latter as the work done for the Hall in this time has definitely been a team effort, both involving the Trustees (i.e. the Management Committee) and the Events Committee. All have played their part and I'm pleased to note that all Trustees wish to stand again for election to the Management Committee ... except for one.

Roger Forbes joined the Management Committee some 8 years ago now and has been a leading light ever since, despite increasingly debilitating health problems. He took on responsibility for buildings maintenance for a while and has made the Events Committee a special responsibility too. His contributions over time have been immense and we will miss him when he moves to Bristol in the very near future.

Finally, I'd like to pay especial tribute to three Trustees without whom the Hall wouldn't be where it is today – Jan Harrhy, Andy Henstridge and Anne May. All have gone above and beyond in everything they've done, Anne as Treasurer and now Secretary, Andy as Treasurer, i/c bar and technical guru and Jan as premises manager, chef, events ace and many others.

I can step down as Chairman safe in the knowledge that the Hall is in good hands.

David May (Chairman)

5. TREASURER'S REPORT

5.1 Treasurer's Report April 2018 - March 2019

Total Income	£38,660.53
Total Expenses	£43,819.25
Bank	£17,122.45 (£19,083.51 today)
Floats	£563
Stock	£1,020

5.2 Solar Energy Project

System installed at a cost of £14,340

and started earning revenue 26/2/19

Predicted income approximately £700/annum for the next 20 years

Current saving in electricity bill c£300/annum

Energy price fixed at 14.00p/kWh until 1/9/2020

and then 16.61p/kWh until 1/9/2023

5.3 Lift Project

Quotation March 2019: Trio Plus £15,900 + £380 for Asbestos Management Report

£2000 deposit has been paid

Applying for £10,000 from the National Lottery Grant, decision in approximately 10 weeks

Funding currently in place:

£3000 from Bernard Sunley Trust (use by June 2020)

£1866 from car show?

£879 from 25th Celebrations?

£3483 from Panto?

Total £9228

5.4 Loans

Cricket Club

Repaid £350

Outstanding Balance £4,651

Tennis Club

Repaid £295.20

Outstanding Balance £5,704.80

5.5 Regular Activities

Bar – profit £6,075 (less wages £660)

8 Supper Evenings – 254 meals - £805

+ Bar Takings £1,043

+ 100 Club raised £1543.50

10 Film Nights – 222 seats - £177

+ Bar Takings £461

Fish & Chip Nights – Bar takings £2,195 + £104 donation from Ben

5.6 Other Major Figures

£6,588 Maintenance and repairs

£4,715 Utilities

£1,322.40 Received from Trellech United Community Council

£1,644.80 Received in Donations

£9,482 Room Hire

6. ELECTION OF OFFICERS

- CHAIRMAN: no nominations were received, so this position is vacant.
- TREASURER: Andy Henstridge agreed to continue as Treasurer. Accepted.
- SECRETARY: Anne May agreed to continue as Secretary. Accepted.
- ELECTION OF COMMITTEE MEMBERS(up to seven in number):

Sarah Haeffner – to become Church representative
Roger Forbes – is standing down
John Bradley – is willing to stand again
Janice Harrhy – is willing to stand again
Geraint Thomas – is willing to stand again
Lance Rowell – is willing to stand again
Nikki Scarr – is willing to stand again

Therefore, with five willing to stand again, two more Committee Members may be elected to bring the number to seven.

- Tom Rigby, proposed by David May, 2nded by Lance Rowell. ELECTED
- Adam Burt-Jones, proposed by David May, 2nded by Sarah Haeffner and Neville Pullen. ELECTED

7. APPOINTED REPRESENTATIVES

Tennis Club	Karen Rollings
Cricket Club	Phil Harris
Bowls Club	Nigel Roles
Church	Sarah Haeffner
TUCC	David May

All above have agreed to fulfil their roles.

8. ELECTION OF AUDITORS

- Miaren Bookkeeping – nominated by Andy Henstridge and AGREED.

9. AOB – NONE

10. Closure of AGM: 7:10 pm