Oldbury on Severn Memorial Hall

Trustees and Management Committee

ANNUAL GENERAL MEETING

Minutes of the Meeting held at the Hall

Wednesday 14th February 2024 at 14.00 hrs

Minutes

PRESENT

EMC

C Jennings (Chair)
L Jennings (Co-Opted Treasurer)
K Miller (Maintenance Manager)
D Masters (Secretary)
S Ingram (Vice-Chair)
A Conibere (Fund Raising and Website)
M Riddle (OPC Rep)

Apologies were received from J Willcox

Hall Committee

See list of Hall Committee membership below

Community Attendees

A number of other attendees from the community were present; J Miller, Ian Bell, J Perkins, A Taylor, D Mills, K Evans, A Acton, R Acton J Stephens, M Stephens

There were in excess of 20 present at 2.00pm and it was unanimously decided that the AGM was effectively quorate and should go ahead.

1. Apologies for absence.

Apologies were received from Laura Day and Jenny Hales

2. Approve minutes of the AGM held on the 13-02-23

The minutes for the AGM held on 16 February 2022 were unanimously approved.

3. Matters arising.

There were no Matters Arising

4. Chairman's report

Chris Jennings delivered his report, a copy of which is attached to these minutes. The report was listened to with great interest and was well received and was accepted unanimously. The Hall is going from strength to

strength despite adverse economic conditions and the report details the progress made and the factors that have helped this happen.

Ian Bell asked how the Hall had coped with the tougher economic climate. Support from the OPC and the wide support for events held in the Hall were cited as two significant factors. The Chair replied that the increase use of the Hall had helped offset the increased costs, but the EMC review the financial situation regularly and will act accordingly

The impact on the adjacent home of Bert and Tony Acton was discussed.

Privacy, parking and occasional late night noise were mentioned by Tony, though overall Bertie and Tony are strong supporters of the Hall and its activities.

There was also discussion on the use of the side entrance and front door. It was suggested the front door could be used more under certain circumstances to alleviate the impact of people generally arriving and leaving via the new side entrance. It was explained that to provide accessibility a side entrance needed to be created to meet the requirements of the lottery grant. Main hall users' activities are also less impacted by the option of a side entrance.

It was agreed that bollards discouraging parking near Tony and Bertie's car entrance could help, and that a white line on the road, if approved by SGC, could also discourage poor parking. Matthew Riddle agreed to follow the second point up.

Action M RIDDLE

Consideration should be given to notices reminding Hall Users to be responsible 'good neighbours' when leaving in the late evening

Action L Jennings

The booking form could be amended to include statements regarding parking and noise

Action Chair to review booking form

It is hoped that a combination of approaches can be developed and socialised to lessen the impact of the Hall on its neighbours

The Chairman's report was accepted and approved by the attendees

5. Treasurer's report

Linda Jennings delivered the Treasurer's report covering a resilient year financially. Year on year income was presented with an explanation of factors involved and a separate Financial Report is attached

A deposit account will be identified to provide a home for the cash reserves so that advantage is taken of the current higher interest rates available

Action Treasurer/EMC

The Treasurer's Report and Account Summary signed by the Auditor are attached to the AGM minutes

The lack of availability of the Financials in advance was questioned. This will be looked into though advance electronic circulation is not thought practical, as the attendees are not known until they arrive at the meeting. The Accounts were discussed by the EMC prior AGM, and will be circulated to the Hall committee prior to the AGM.

Action Secretary/Treasurer

The report was well received and was accepted unanimously

6. Improvement Plans

The chairman delivered a plan describing various physical improvements that need to be considered to keep the Hall maintained and in some cases updated.

Funding will need to be raised from

- Regular events (Two per month are planned)
- A review of ticket pricing and hall operating costs and hire charges
- Funding from other sources, both Local and National need to be identified

Improvements will be carried out in the quieter periods of the year e.g. August, to minimise impacts on Hall revenue opportunities and community usage

Alan Taylor asked how things were prioritised and an initial example was given of the urgent need to sort out potentially damaging condensation in the kitchen, through the installation of an extractor fan

7. Nominations for the Hall Committee

The following nominations were proposed by the Chair, seconded and agreed

OPC Trustees	M. Riddle, L Day, B Orford
Cinema club	J. Burden
Community shop	S. Ingram
4ward	C Tymko
Dance	B Orford
Jazz Club	K Evans
Keep Fit	K Miller
Bookings Secretary.	P. Orford (Co-opted)
007S Choir	M Abbott
Co-opted	A. Martin, R. Acton

8. Appointment of Auditor for the Hall's accounts

It was noted that Robert Gazzard has agreed to be re-appointed as the Auditor of the Hall's accounts for 2024

9. Date of next AGM

The date of the next AGM was set for 12th February 2025

10. Any Other Business

- Belinda Orford raised concern re lighting on the path out of the Hall. The movement sensors and lighting was explained; two sets of lights providing illumination at different places on the way in/way out.
- Marg Abbott had a question about the positioning of the door control.

Action Chair

- Alan Taylor asked whether the Hall could store one or two table tennis tables for a potential Table Tennis club. Outside under protective cover and the new storeroom at the back are two ideas to be explored

Action EMC to review this

There being no other business, the meeting closed at 15.10

Dave Masters

Secretary

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Attachments

- Chairman's Report
- Treasurer's Report
- Improvement Plan
- Audited Accounts
- Events Table