

**Dolton & Dowland  
Village Hall Committee**  
Registered Charity N° 300816

**Minutes of the ANNUAL GENERAL MEETING of Dolton Village Hall held on Wednesday 24th May at 7:30pm..**

Linda Genge	Chairman, Elected member	<a href="mailto:churchstreetstores@msn.com">churchstreetstores@msn.com</a>	804767
Pauline Wooddisse	Treasurer. Elected member	<a href="mailto:p.wooddisse@btinternet.com">p.wooddisse@btinternet.com</a>	804231
Angela Chivers	Parish Council, Assistant secretary	<a href="mailto:chiversam@hotmail.com">chiversam@hotmail.com</a>	804582
Roger Dunn	Youth Committee, Assistant secretary	<a href="mailto:roger517dunn@btinternet.com">roger517dunn@btinternet.com</a>	804608
John Folland	Elected member	No e-mail	804347
Jenny Elmer	Elected member	<a href="mailto:robert@elmer2005.wanadoo.co.uk">robert@elmer2005.wanadoo.co.uk</a>	804585
Sally Berkley Sage	Elected member	e-mail undergoing change	804468
Nick Wood	Elected member	<a href="mailto:nw.devon@virgin.net">nw.devon@virgin.net</a>	804256
Sue Jury	Parish Council	<a href="mailto:enquiries@devon-blacksmiths-forge.co.uk">enquiries@devon-blacksmiths-forge.co.uk</a>	804510
Viv Cotter	Women's Institute	<a href="mailto:viv.cotter@homecall.co.uk">viv.cotter@homecall.co.uk</a>	804346
Cathy Freeman	Women's Institute	<a href="mailto:cfreeman@rics.org.uk">cfreeman@rics.org.uk</a>	804263
Rose Lock	Carnival Committee	<a href="mailto:ra.lock@btconnect.com">ra.lock@btconnect.com</a>	804254
Cynthia Giles	Carnival Committee	No e-mail	804489
Shirley McCulloch	Pre- school	No e-mail	804499
Ann Coombs	St Edmunds Church	<a href="mailto:ann.coombs@btinternet.com">ann.coombs@btinternet.com</a>	804834
Robin Boyes	Youth Committee	<a href="mailto:jeanierobin@gmail.com">jeanierobin@gmail.com</a>	804300
Tracy Mardon	Amateur Dramatic Society	<a href="mailto:t.mardon@ukonline.co.uk">t.mardon@ukonline.co.uk</a>	804334

There were no members of the public present.

**1) Apologies for absence**

Apologies for absence were received from Rose Lock, John Lock and John Folland.

**2) Minutes of the last AGM held on 16th May 2005**

Minutes of the last AGM held on 16th May 2005 were signed as a true and correct record of that meeting.

**3) Matters arising**

There were no matters arising from the minutes.

**4) Chairman's report on the past year**

Chairman's report attached.

**5) Treasurer's Report on the past year.**

Treasurer's report attached.

**6) Election of representatives**

The following people announced that they would be retiring from the Village Hall Committee with immediate effect:

Viv Cotter, Cathy Freeman, Sue Jury, Cynthia Giles, Linda Genge, Jenny Elmer, John Folland.

The following will be acting as representatives of their organisations:

St Edmunds PCC -	Ann Coombs
Women's Institute -	Ann Coombs

Pre-school group -	Shirley McCulloch
Primary-school -	Sally Berkeley Sage
Dolton amateur dramatic society -	Pauline Wooddisse
Dolton Youth Committee -	Robin Boyes & Roger Dunn
Dolton Parish Council -	Angela Chivers
Football Club -	Rose Lock

No representative was nominated for: British Legion, Horticultural Society, Dowland Parish Council, Carnival Committee, Art Group, Twinning Association or any other local organisation.

There was only one nomination for election to the committee - Nick Wood, his nomination was seconded by Viv Cotter and was duly elected.

**7) Any Other Business**

Nick Wood raised the issue of the notice of declaration, as he has amended this slightly from its original form to include the charity's registered number and a box into which co-optative members can state any interest they may have. The alterations were put to the vote, and those present voted to accept the changes.

Jenny Elmer expressed thanks to Linda Genge, on behalf of all the committee, for her work as chairman over the past year.

**This meeting was immediately followed by the meeting of the new committee.**

## **Dolton and Dowland Village Hall Committee Chairman's Report May 2006**

When I took the chair last year, I said I would do this for a year as I believe that if everyone took the job for one year it would enable the chair to give enthusiastic and innovative push on fund-raising activities... I feel that we have achieved that this year as a committee and have been successful in raising a lot of funds, albeit we have spent a considerable amount to, details of which Pauline will go into during her treasurer's report.

Firstly I would like to thank all the committee members who have contributed to an excellent year of fund raising.

Special thanks to Pauline for her excellent work as Treasurer and her work in fund-raising with the ever-successful mini-markets. Also to Roger and Angela for their work as secretaries without whom life in this job would be impossible .

To Mick Stubbings for his conscientious and reliable work as caretaker.

To helpers to the committee at various events throughout the year, particularly Graham Hutchings, Simon Chivers, Sue Turner, Jill Buckingham, Simon Jury and Ken Jury. If I've missed anyone I apologise and thank them as well.

### **Fund-raising**

During the year we held following events:

- Open gardens
- Garden party / balloon race
- Trafalgar weekend
- Craft fairs
- Dances
- Big Breakfast
- Sunday lunch

And received contributions from the old-time music-hall.

Unfortunately the casino night had to be postponed due to lack of ticket sales - NOT the lack of interest, there were two other major parties on that night. Casino Select have agreed that the cancellation fee will be refunded against a future booking but will need a date re-booked soon. Debbie and Steve Parker have donated a prize for the event.

### **Major Expenditure**

Three-phase electricity provision - This was a fundamental need to have in place for future modernisation and future equipment procurement of further catering equipment.

New cooker - The new cooker has been purchased, it is of commercial standard and modular in design so that future requirements can be matched and slotted together. It is regrettable that the installation of the cooker did not go as planned.

New locks - These were needed to improve security and reduce costs. A key scorer has secured type that can be copied just anywhere and the issue of keys is controlled by the caretaker.

### **Hall Refurbishments**

Thanks to Viv for arranging a recent visit from CCD Andrea Leplae. Grant applications are submitted to the People's Millions, £50,000 has been applied for towards the approximate cost of £65,000 to insulate and re-line the ceilings, double glaze the windows and fit new exterior doors.

Angela has been working on a grant submission for double-glazing through the quarry levy.

### **Working parties**

Working parties have been wall and ceiling washing, paint scraping and weed control. These activities are getting the kitchen ready for redecoration. Thank you to all the committee members and others for rolling their sleeves up literally and getting on with the job.

### **Hall usage**

Whilst researching some facts for the grant application we have discovered that bookings for the year have been approximately 509 in number and serving just under 6300 attendees. I hope that the Hall continues to provide the open accessibility to all parts of the community it serves, and continues its refurbishment plans to increase its usage in the future.

### **Legislation**

During the year we have successfully navigated our way through changes in licensing of the premises, I will happily assist the new chairman with any information regarding the new rules.

We should be mindful that any new building works taking place must accommodate the requirements of the Disability Discrimination Act. The plans to replace the outer doors will need to take into account access for the disabled.

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**Dolton and Dowland Village Hall Committee Treasurer's Report May 2006**

BALANCE SHEET 2005/2006

Chairman Mrs L. Genge    Secretary Mr R Dunn    Treasurer Mrs P.Wooddisse

Receipts and Payments Account for the year to 31st March 2006

**Expenses**

Caretaker	£ 2,400.00
Insurance	£ 912.60
Water	£ 233.57
Electric	£ 251.60
Oil	£ 1,302.90
Cleaning materials	£ 227.08
Performing rights, Licences, Fees	£ 67.19
Printing stationary & postage	£ 57.88
General Hall maintenance	£ 61.99
Annual check of electrics	£ 100.00
Installation of 3 Phase Electricity	£ 966.72
Electrician -wiring for 3 Phase	£ 466.88
Annual fire extinguisher check	£ 29.38
Plumber - New taps + repairs	£ 93.56
Steam cleaning of hall chairs	£ 105.00
repair and service to boiler	£ 119.26
New glass and fitting - front doors	£ 91.28
New cooker	£ 1,327.75
New thermostat - main hall	£ 105.37
Sundries	£ 285.86
	<b>£ 9,205.87</b>

**Receipts**

Hire of hall	£ 4,313.13
Hire of skittles, tables, chain, tablecloths	£ 134.20
Storage	£ 264.32
Bar	£ 44.00
Kitchen	£ 73.60
Friday Mini Markets	£ 1,839.89
Bank interest	£ 36.56
Xmas fayre	£ 307.32
Dolton Parish Council Grant	£ 80.00
Trafalgar Weekend	£ 420.89
Garden Party & Balloon Race	£ 1,171.66
Western Power Wayleave	£ 15.85
Stove fund	
	Saving 20p's £ 29.80
	Big breakfast £ 186.44
	Xmas Dance £ 71.10
Donations:	
	Old Time Music Hall £ 280.22
	Body Shop Evening £ 14.70
	Other £ 55.90
	<b>£ 9,339.58</b>
Total Receipts	£ 9,339.58
Total Expenses	£ 9,205.87
Gain for the year	<b>£ 133.71</b>

**Village Hall Restoration Fund**

Bank balance brought forward	3,022.85
open Gardens	663.84
Bank Interest	46.92
Bank Balance at 31.03.06	<b>3,733.61</b>

Opening bank balances	3,304.95
Stove Fund	660.71
	<b>3,965.66</b>

Closing bank balances **£ 4,099.37**

Signed:  
Chairman

Treasurer

Examined by