

## **Minutes of the 57<sup>th</sup> AGM of Hanham Folk Centre**

held on 14<sup>th</sup> October 2002 (7:30pm)

### **Present**

Chairman	Mr M Thorne
Secretary & VC	Mr K Lawrence
Administrator	Mrs S Nunn
Holding Trustee	Mr A King

And the following members:

Mr Pitman	Mr Edwards	Mr Hemmings	Mrs Hemmings
Mr Heard	Ms Cooper	Mrs Lawrence	Mr Staite
Mr Wright	Mrs Tapsell	Mr Tapsell	Mrs Worlock
Mr Burr	Mr Nunn	Mrs Winter	Mr Yeoman
Mr Phillips	Mr Richards	Mr Lloyd	Mrs Lloyd
Mr Purnell	Mr Cocks	Mr Lethaby	Mr White

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### **Apologies for Absence**

Apologies were received from Mr Senior, Mrs Prideaux, Mr Sheppard, Mrs Guy, Mr Bishop and Mr Trevor Jones.

### **Minutes of the Last Meeting**

The adoption of minutes of the 56<sup>th</sup> AGM held on 13<sup>th</sup> December 2001 were proposed by Mr. Hemmings and seconded by Mr. Richards. This was agreed by the meeting and the minutes were adopted as an accurate record.

### **Matters Arising**

There were no matters arising.

### **Chairman's Report**

The Chairman thanked the membership for their support over the past 12 months, and offered special thanks to the trustees for giving their time and effort. He noted that Mr Jones stood down as Treasurer from the 1<sup>st</sup> April this year and that we urgently needed a replacement. He went on to thank Mr Jones and Mr Burr (who is not re-standing this year) for their hard work during their time as trustees, and hoped Mr Burr would continue his support for the Development Forum. He also thanked Mr Lawrence for his work as secretary and Vice Chairman.

The chairman outlined the position with the Car Park and noted that whilst the licence had been withdrawn, South Gloucestershire Council (SGC) had now completed the resurfacing and lining work. Plans were now in hand to open new discussions with SGC for a future agreement, though the trustees were also looking at other options.

He reported that some sections and groups had disbanded, but there were several new activities to take their place (lace making, Twins Club, Beginners Ballroom and Yoga) and it was important to encourage new members and activities. He noted the Development Forum had raised £5600 to date, and that the money was ring-fenced for refurbishment and improvement - with a full programme for the rest of the year he hoped the forum would raise considerably more by April 03. However, he encouraged more members to support the Forum, as it was always the same people helping.

He went on to report on the good work of the Business Planning group and read out their draft vision statement. He added that the centre was beginning to work with two other local groups to discuss matters of common interest. As part of this process Mr Hemmings has conducted a survey of the building and the group will draw up a long-term maintenance schedule.

He concluded by thanking Mr Hemmings for managing the refurbishment of the Ladies' toilets, and once again recorded a vote of thanks from the trustees to Mr Jones for his commitment to the centre. He went on to specially thank Mr Carter for his work in preparing the accounts for transfer to computer-based accounts this year. He summed up by thanking all the staff for their hard work and dedication they have contributed to making the centre successful, adding that short mat bowls and skittles were being considered for the future.

### **Administrator's Report**

All members attending received a copy of the report, though there were no queries raised.

### **Treasurer's Report**

*In the absence of the Treasurer:*

Mr Lawrence explained that the examined accounts and annual report now run to a total of 17 pages. While only 4 pages have been included with the agenda, full copies were available in the office or on the website. He went on to explain that whilst the trustees and auditors approved the accounts, there were a few minor issues in categorising some costs that would be accounted for in the 2003 accounts. Overall he reported a £17K deficit against unrestricted funds of £324,915, which was mainly due to the Ladies' toilets, CCTV and other maintenance work.

There was one question from the floor on FY2001 bank charges which Mr Thorne agreed to investigate. On this basis the acceptance of accounts was proposed by Mr White and was seconded by Mrs Worlock. All agreed and the accounts were adopted.

### **Adoption of Resolution to Amend Governing Document**

Mr Thorne explained that following the introduction of the newly revised Governing Document in 2001, it was inevitable that there will be some anomalies and minor changes over time as the document is used to govern the centre. It was noted that the resolution (attached) was put forward under clause T by Mr Lawrence on behalf of the Trustees, and that it had been displayed within the centre for 21 days without comment.

This resolution was proposed by Mr King and seconded by Mr Heard. All agreed and the resolution was passed. The New Governing document would be effective immediately. The secretary agreed to revise the Governing Document and send a copy to the Charity Commission.

Mr Lethaby questioned if there should be a minimum age. Mr White explained that the change merely enabled the Trustees the ability to pursue a junior membership option, though it was also noted that some sections (Drama) had members as young as 7 years.

### **Election of Officers and Charity Trustees**

Mr Thorne outlined the Officers and Charity Trustees for election as follows:

<u>Position</u>	<u>Name</u>	<u>Proposed by</u>	<u>Seconded by</u>
Secretary	Mr. K Lawrence	Mr M Thorne	Mr J White
Treasurer	<i>No Nominations</i>		
C. Trustee	Mr C Heard	Mrs C Lawrence	Mr I Fell-Palmer
C. Trustee	Ms J Cooper	Mr K Lawrence	Mr P Richards
C. Trustee	Mr W Purnell	Mrs T Worlock	Mr R Burr

It was proposed by Mrs Worlock and seconded by Mr King that all four nominations should be accepted. All Agreed.

### **Any Other Business**

- (1) Mr. J Lethaby passed a vote of thanks to Mrs Nunn and the office staff for support with his group. He also commented it was nice to see the Sport Ground being used to encourage and involve youngsters.
- (2) Mr Lloyd commented on the attitude from members in the bar to young men (20's) coming in as guests. Mr Thorne thanked him for this contribution and noted it would be discussed at Social Club Committee. He thought there was a need to try to educate and inform members of the benefit of encouraging new members. Mr Lloyd added he hoped this would support the introduction of a pool table.

### **Vote of Thanks**

Mr. N Edwards proposed a vote of thanks to all who had made this year such a success, especially Mrs Nunn and Mrs Cox, but also the caretakers, duty officers, cleaners, bar staff and trustees; the meeting echoed this.

The meeting closed at 8:25pm.

Signed: \_\_\_\_\_ Chairman

Date: \_\_\_\_\_

*The minutes were recorded by Mr K Lawrence (Secretary).*