

Sparkwell Parish Hall and Playground Trust Management Committee

**AGM Minutes**

Date: Thursday, 11<sup>th</sup> November 2021 Time: 19:00

Venue: Sparkwell Parish Hall

Present:

Robin May (RM)	Chairman
Diana May (DM)	Secretary
Kathryn Hussey (KH)	Treasurer
Jean Belsey (JB)	
Edwina Hutton-Fellowes (EHF)	
Fran McLoughlin (FM)	
Peter Tremain (PT)	
Edwin Harris (EH)	
Nigel Thorne (NT)	

Apologies:

Heather Harvey (HH)
Catherine Perham (CP)
Brenda Bland (BB)
Laura Cole (LC)
Kim Watters (KW)

Absent:

Andy Strike (AS)
Tim Horton (TH)

Members of the Public:

Iris Willis (IW)
Ray Foss (RF)
Vicky Foss (VF)

Agenda Item	Description	Action By Whom	By When
1	<b>Welcome &amp; Apologies</b> RM welcomed all to the meeting and thanked them for coming. Apologies received from those listed above.		
2	<b>Minutes of the Previous AGM</b> – Extraordinary Meeting July 19 <sup>th</sup> 2021 Agreed as an accurate record. Publish on website	EH	
3	<b>Matters arising from the minutes</b> None		
4	<b>Treasurer's report/accounts for 2020/2021(KH)</b> KH summarized the report (attached) RM thanked KH for her hard work. FM: commented on the high quality, comprehensive report. All agreed.		
5	<b>Chairman's Report (RM)</b> RM presented the report covering the period November 2020 until November 2021 (attached)		
6	<b>Confirmation of Representative Trustees for 2021-2022</b> RM- We have been notified that CP is standing down as Representative Trustee for Short Mat Bowls and is to be replaced by John Reynolds. The over 60s has now finished and so HH has stood down. IW informed the meeting that a very nice afternoon was had by the over 60s at the Moorland Hotel. JB announced she is standing down as WI Representative Trustee and is being replaced by Jenny Reynolds. DM- asked for contact details in order to send Trustee info.	JB	



	<p>RM-thanked everyone for their hard work and contributions to the hall over many years.</p> <p>It had previously been agreed that RM will be the Parish Council Representative. This needs to be put in place by the PC</p> <p>RM- asked those present if they are happy to continue and as we haven't had any more notifications from the regular user groups we are assuming that all other Representative Members are happy to remain in post</p> <p>Representative Members as follows:          Robin May (RB) – Parish Council (TBA)          Andy Strike (AS) – Badminton          Brenda Bland (BB) – Church          Fran McLoughlin (FM) – School          Nigel Thorne (NT) – SATCo          Jenny Reynolds (JR) – WI (TBA)          John Reynolds (JohnR) – Bowls (TBA)</p>	RM	
7	<p><b>Election of up to 10 Elected Members for 2021-2022</b></p> <p>RM- Asked if the elected members present would like to continue to stand and if anyone present would like to join the committee? The formalities need to be completed. The roles of the Trustees are decided at the Management Committee Meeting following the AGM.</p> <p>Each person was proposed and seconded.</p> <p>Diana May (DM)          Kathryn Hussey (KH)          Peter Tremain (PT)          Edwina Hutton-Fellowes (EHF)          Edwin Harris (EH)          Laura Cole (LC) Absent but had agreed to stand            their absence          Kim Watters (KW)          Tim Horton (TH)          Ray Foss (RF) and Vicky Foss (VF) agreed to be Elected Members, and were proposed and seconded. DM to send necessary Trustee information to them and update the Charity Commission website with all the necessary changes following the AGM. RM- thanked RF and VF for joining the committee.</p>	DM	
8	<p><b>Co-option of up to 4 Trustees</b></p> <p>No co-opted members required at present.</p>		
9	<p><b>Confirmation of Appointment of Accountant for the year to 30 April 2022</b></p> <p>RM - asked KH if she was happy to continue to use Ivybridge Accountants. No problems reported. Costs were discussed and felt to be reasonable. No additional costs have been incurred to consolidate the accounts. All agreed to continue to use them.</p>		
10	<p><b>AOB to be referred to the Management Committee</b></p> <p>None</p>		
11	<p><b>Date of next AGM</b></p> <p>November 2022</p>		
12	<p><b>Close</b></p> <p>RM-thanked everyone for attending and closed the AGM and stood down as Chair.</p>		

These minutes will remain in draft until approved and signed at the next AGM

*Amendments received prior to meeting in blue italic type*

Amendments from meeting in blue handwritten script



  
**SPARKWELL**  
PARISH HALL

All present agree this as a true and accurate record

Signed.......... Chairperson

Date.....21-11-22.....