

TYNINGHAME VILLAGE HALL

MINUTES OF ANNUAL GENERAL MEETING

Held in the Village Hall, Tynninghame, on Friday 12th April 2019

PRESENT	
COMMITTEE:	
David Clark (Chairman)	DC
Tim Harper (Treasurer)	TH
Barbara Schofield (Secretary)	BS
Lucy Aykroyd	LA
Jessica Chatters	JC
Erica Wimbush	EW
Alastair Stobart	AS
	7
LOCALS:	
Nathan Goode Rae Goode Margaret Evans Andrew Jones Liz Stobart Sara Dodd	
Nigel Schofield Lew Passmore Steve Roberts	
Alison McGregor Ian Arthurs Lindsay Arthurs Paul Harris	
	13
	TOTAL
	20

ITEM	DESCRIPTION
1.0	WELCOME BY THE CHAIRPERSON
	<p>DC introduced himself and welcomed everyone to the AGM. He outlined the order of the formal section of the meeting and requested that people ask questions about what has been happening in the hall in the last 12 months and make suggestions as to what we should be doing in the future. He explained the election of the Committee Members and requested that all could consider standing. He explained that we also had several working groups such as the “events and hall improvements” group that people could also give their help on without being on the Committee. DC then introduced the Committee members present.</p> <p>DC invited all to stay at the end of the formal meeting for drinks and continued discussions.</p>
2.0	APOLOGIES
2.1	<p>Chris Gunstone Morag Cook Carol Crowther John Crowther David Simpson Judy Riley Colin Macinnes Gillian Macinnes Heather Clark Gill Harper</p>
3.0	APPROVAL OF MINUTES OF THE AGM HELD ON 13th April 2018
3.1	<p>The minutes of last years’ minutes have been circulated in advance and a copy is also on your chair. Hopefully you will see that many of the suggestions from last years’ AGM have been implemented.</p> <p>The minutes of the last AGM held on 13th March 2018 were approved.</p> <p>Nigel Schofield/Lindsay Arthurs Proposed/Seconded</p>
4.0 and 5.0	CHAIRPERSON’S REPORT (including Hall refurbishment update)
4.1	<p>DC gave his report as follows:</p> <p>Introduction</p> <p>On behalf of the Committee I'd like to welcome you all and thank you for coming along this evening. And a particularly warm welcome to those residents who have moved into the village during the last year.</p> <p>You should all have an agenda but in short the running order is:</p> <ul style="list-style-type: none"> ○ An update on what we've been doing in the last year ○ What we plan to do ○ Request your views (we really would welcome comments/new members) ○ Socialise and have a few refreshments. <p>Chairperson report/Hall refurbishment update</p>

- I'll deal with these items together given close link
- David Simpson reported last year that TVH had entered a 15 year lease with the Haddington Estate which put us on a more stable footing and able to move forward, which we have been trying to do this year.
- In the last year one of our focusses has been on expanding the programme of community events. Erica will run through this in more detail but I know many of you have attended several of the events in the hall and personally, as a recent addition to the village, and from others in a similar position who have told us the same, these events are well received and help us settle into village life.
- Indeed, the key aim/purpose of TVH (as a charity, and so our responsibility as trustees) is to foster community spirit and interaction, and I hope that we are achieving this.
- The other main focus is to progress plans to upgrade TVH. As you will be aware, some aspect so the hall are 'tired' and the rustic charm of the main hall only gets us so far. So what have we been doing?
 - Survey monkey – seeking your views as to what we should do/key concerns, with the results showing the focus is to be on the following:
 - Heating/lighting
 - Bathroom/kitchen upgrade
 - Additional space (Upstairs room)
 - Architect – has prepared rough drawings/plans and given an idea of likely costs.
 - In essence – plans involve the replacement of infrared heaters, new lights, upgrade the toilet facilities (including disabled toilet and separate storage room) and replacement kitchen. (If money ever allowed, the upstairs room would be re-vamped too). Drawings are on the board.
 - Seeking funding – a LOT of time and effort has gone into numerous applications. As part of this we've needed quotes for various work which has necessitated further drawings from the architect. We have had one funding application approved but this is conditional on receipt of a larger amount from another organisation so is not guaranteed.
 - Some stumbling blocks: Bad timing (Brexit etc); Not owning the hall; changed guidelines for certain application.
 - However we have made some progress - Save and Glaze have installed secondary glazing in the main hall and feedback so far has been positive
- Where are we going:
 - Continue on the path of external funding
 - Discuss with Lord Haddington whether the Estate may be able to contribute
 - Continue with community events and kind donations (we are seeking approval to be able to 'Giftaid' donations)
 - Upgrading website and 'professionalising' e.g. proper booking terms, risk assess-

ments, marketing strategy etc – a detailed marketing strategy has kindly been prepared by JC (and others).

6.0 TREASURER'S REPORT 2019 (given by TH)

6.1 You should have a set of Accounts on you seat which have been audited by Douglas Home and Co.
In general terms the accounts are healthy with revenues slightly up on last year (7%) and they show a robust profit. We have split the income and expenditure this year into community events and other hall rentals to give us a better indication of the split in expenditure / income.

The revenue comprises a mixture of regular bookings and one-off private functions throughout the year. We continue to receive good support from existing users who provide the backbone of this income and hire the hall on a regular basis. There is an appetite amongst the committee to try to increase the more lucrative private hire events to bolster this revenue going forward but this has to be done in line with the needs of the local community.

Expenses

Moving onto the expenses the main differences from last year is the repair and maintenance. Last years was so high because of the repair to the roof of the storage building. The figure in this year's accounts represents a return to a more "normal" year.

Additional expenses include the Fess for the lease and rent for the hall which we have incurred for the first time this year. Water rates are slightly up on last year, but we are looking into the possibility of gaining an exemption from these going forward.

Cash at Bank is up £2,500 from the same time last year, which has been helped by a number of good hires during the course of the year and will allow us to allocate more village hall funds to the refurbishment proposals.

Nigel Schofield asked for information regarding the values of funding. Clarification was given that Dunbar and East Linton Area Partnership was £3,816 the third-party contribution at 10.75%. The other third Party being Tynninghame Open Garden Scheme of which we are to receive 60% of entrance and tea/coffee funds, expected to be approx. £1316. The main request has been made to WREN FCC Scottish Action fund for c.£47,500. These if granted would cover the main improvements in phase 2.

Margaret Evans asked about the Public Liability Insurance. Clarification was given that the outside of the hall was the responsibility of Lord Haddington. The Tynninghame Village Hall was responsible for the internals of the hall and had Public Liability insurance.

TH explained that the accounts for next year will be affected by the Architects Fee and drawings for quotes for work. Grant funding would not cover these costs so he expects the reserves to be lower. If funding was not granted, improvements would have to be on a more modest scale unless other sources could be found.

7.0 COMMUNITY EVENTS (given by EW)

7.1	<p>EW directed people to copies of our proposed events programme for 2019-20. This had been compiled by a sub group who meet prior to AGM. EW outlined that some events were fundraisers and some designed as Community events all of which would be using the community asset of the hall.</p> <p>Several events were the same as last year as had proved popular, Pub Nights, quizzes and community meals and some themed nights. The wreath making workshops, Burns Night and Christmas Party which had been popular. New items last year included Summer Fayre, walks from the Hall, a successful Ceilidh, Craft and Connect group.</p> <p>We hope to continue to seek new ideas for events and from the recent sub group we have included new things such as Musical events.</p> <p>Margaret Evans outlined her proposal for winter Sunday musical events for local musicians to engage with the community, try new instruments and have a concert. Also proposed a Hogmanay event.</p> <p>JC also appealed for helpers at the Tynninghame Garden Open day, Sunday 30th June. 1-5pm. JC to co-ordinate the event and she explained we aim to make £2,000. She would circulate a list of volunteers after the AGM.</p> <p>LA explained that a local singing teacher, Anya Bisset, was running a 'singing for fun' series of evenings. The taster session had proved good. It will be run by donations to cover the teacher fee. Details on a separate poster.</p> <p>AS explained that the cricket ground could be used to encourage children and adults to play cricket or golf and made the suggestion that we may be able to challenge other local villages to sports/games. The summer fayre event would be a good starting point.</p>
8.0	<p>ELECTION OF OFFICE -BEARERS AND COMMITTEE MEMBERS</p>
8.1	<p>Election of Committee</p> <p>DC noted the following:</p> <ul style="list-style-type: none"> ▪ I'd just note that feedback from some that they do not want to commit to formally being on the committee but are wanting to assist in the running of the hall (events etc) and this is welcomed. Sub-committees/etc will be formed and we will be calling on baking skills for Tynninghame Garden open day... ▪ With the exception of AS, who has indicated that he does not wish to stand for re-election, the remainder of the committee are willing to retire and stand again. Before moving on I'd like to thank Alastair for his dedication, drive and support for TVH and all things to do with the village – I'm sure that you all be aware that AS is instrumental and a driving force in the committee but am sure you will continue to be central to village life even if not on the committee of the hall, so thank you.. <p>Importantly, would anyone else like to stand? Vote, seconded? The Following were duly appointed: Proposed Nigel Schofield, Seconded Steve Roberts Chairperson -David Clark Treasurer- Tim Harper Secretary- Barbara Schofield Committee Erica Wimbush Lucy Aykroyd</p>

	<p>Jessica Chatters Margaret Evans Proposed by Alastair Stobart Seconded by Nigel Schofield DC thanked AS for his monumental contribution both to Village Life and to the committee. AS replied indicating that he owed much thanks to Liz Stobart in supporting him.</p> <p>It was noted that the appointments would be recorded and discussed at the next committee meeting and office bearers elected then too.</p>
9.0	AOB
9.2	<p>Carol Crowther had sent in an e-mail indicating here support of the events available to her as a recent newcomer to the village. DC agreed with the points raised and noted that many of her thoughts/comments had been covered in the proposed events item. She also suggesting a volunteer group be set up to support the work of the committee which it is agreed is a good idea.</p> <p>David Simpson had requested that if people wished to contact him regarding the moto X held near Tynninghame House he would be able to supply the link for comments. Some discussion was had as to the nature of the event and the noise and concerns expressed by some. It was indicated that this was actually a charity/support event for young people and was held a few times a year.</p>
9.2	DC declared the close of the meeting and thanked everyone for their contributions and attendance and reminded everyone that they were welcome to stay for drinks and continued discussions.

	Any comments, queries, suggestions etc may be sent to Barbara Schofield and will be presented to the Committee at the next Meeting.	
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