

Secretary's Report for 10 March 2018 Annual General Meeting

- Intro: I have thoroughly enjoyed my first year as secretary of the village hall and have been impressed by the effort and attention to detail that my fellow committee members have shown in all aspects of the running of the village hall from governance to bookings, from event management to organising much needed repairs.

We have had a busy year with amending governance documents, repairing floors and dealing with unforeseen events but I think, as volunteers, we have dealt admirably with all these issues.

- As to the make-up of the committee over this last year, the Trustees of the Management Committee have been:

Janet Taylor - Chairman

Sue Jones - Treasurer

Lizzy Davies - Weavers

Clair Hodgson - Events and media

Carol Wood. - Bookings

Claire Gardner - Brownies

Sandy Attenborough - PCC

Denise Pegrum - 100 club

Irene Tuttiet - WI

Ken Downham - History Society

Sally Boyland - Co-opted Member

And myself; Jane Reeves - Secretary

- Resignations from the committee have been offered by:

Janet Taylor who is stepping down as Chairman and Sue Jones who is stepping down as Treasurer. Both Janet and Sue have served the community for many years in these roles and their contribution to the running of the village hall has been outstanding. I am sure you agree they deserve a massive round of applause.

- I anticipate that further changes will be made to the composition of the committee as a result of agenda item 7.

- The Linton Village Hall Committee have continued to formally meet generally every other month throughout 2017. Every meeting was more than quorate. A financial update was available at several of the calendared meetings. Other meetings were also held throughout the year targeted at a specific event or need, such as the Linton Music Festival.
- LVH remains a registered charity and an annual report is submitted to the Charity Commission. This year we updated and made amendments to the reference guide which accompanies the formal 1961 governing document in order to clarify a couple of aspects regarding the hall as an asset and minor issues regarding committee membership. These amendments were seen by the Charity Commission and agreed as not needing any formal changes to the governing document. The changes were subsequently agreed at a committee meeting and the revised reference guide was sent to the parish council. The final document is on the website under the formal documents section and I can provide copies of supporting background papers to anyone if they would like to contact me directly.
- A question has been received regarding the wording in the reference guide regarding the hall as an asset with a suggested revision, but as the wording has been agreed by the committee and sanctioned by the Charity Commission (who indeed offered the wording in the first place), I see no need to make any further changes as this could cause more confusion. I agree, however, that it would be useful to append the Charity Commissions' email to the reference guide and will see that is carried out.
- Finally, I would like to ask that if anyone is interested in joining the committee then please speak up or come and see one of us at the end of the meeting. Your support will help ensure the village hall continues to not only survive but thrive too.