

**Arkenstall Village Centre
Minutes of the Annual General Meeting
Tuesday 14th May 2024**

Trustees in attendance: Robert Bush (RB); Lyndsey Goddard (LG); Sheila Waller (SW)

Guest attendees: Martin Paul

In the chair: Robert Bush

Minutes taken by Sheila Waller

1.	<u>Apologies for absence</u> Suzy Barker, Stuart Browse, Liz Dolman and Gareth Wilson.	
2.	<u>Approval of Minutes of the last Annual General Meeting held on 9th May 2023</u> The Minutes had been circulated to all Trustees prior to the AGM and were available on the AVC website throughout the year. The Minutes were approved (proposed by Robert Bush and seconded by Lyndsey Goddard) and signed as a correct record. No matters arising.	
3.	<u>Trustees Annual Report</u> Having been circulated and approved by the Trustees prior to the AGM and signed by Stuart Browse as Chairman, the Trustees Annual Report was formally adopted. A printed copy was handed to the guest attendee. A vote of thanks to Stuart was recorded for his leadership, hard work and commitment as chairman over the past year.	
4.	<u>Treasurer's report and adoption of annual accounts</u> Trustees were pleased to note a significant upswing in total receipts during the year – from £36,000 in 2022-23 to £72,000 in 2023-24. This rise in income was largely due to increased room hires and fund-raising activities. The committee recorded a vote of thanks to Liz for all her hard work increasing room hires and also a vote of thanks to both Liz and Lyndsey for their efforts and hard work in planning, organising and running fund raising events throughout the year. Finally, Trustees recorded a vote of thanks to Pauline Wilson for managing the refurbishment of the flat and securing a good tenant. The rent from the flat will contribute significantly to income in the coming year. The equipment maintenance figure for the year was high but it was recognised that this covered important and essential works such as upgrading the kitchen extractor fan, fixed electrical testing etc ensuring that the centre is safe and fit for purpose. Electricity costs have gone down, partly due to lower energy rates but also due to the replacement of strip lights in the main hall and foyer with LED bulbs in autumn 2023. The accounts were formally adopted (proposed by Sheila, seconded by Lyndsey).	

<p>5. <u>Appointment of independent examiner for the accounts</u></p> <p>Prior the AGM the Treasurer confirmed in writing that he will ask Andrew Lant to be the independent examiner for the annual accounts again this year and this was approved by all present.</p>	
<p>6. <u>Any Other Business</u></p> <p>None.</p>	
<p>7. <u>Election of charity trustees – 8 elected and 3 representative</u></p> <p>Current trustees all resigned.</p> <p>Representative</p> <p>From the three groups listed in the constitution: Lyndsey Goddard was nominated to represent HAmDraMs; Gareth Wilson was nominated to represent the Parish Council. No representative was nominated by Holy Trinity Church. Lyndsey and Gareth were welcomed to serve for another year.</p> <p>Elected</p> <p>Stuart Browse, Suzy Barker, Robert Bush, Liz Dolman and Sheila Waller were duly re-elected as Trustees, proposed by Martin Paul, seconded by Lyndsey Goddard and approved by all present.</p> <p>Appointment of roles</p> <p>Chair – Stuart Browse was proposed by Robert Bush, seconded by Lyndsey Goddard and approved by all; Vice-Chair – Robert Bush was proposed by Sheila Waller, seconded by Lyndsey Goddard and approved by all; Treasurer – Gareth Wilson was proposed by Sheila Waller, seconded by Lyndsey Goddard and approved by all. Secretary – Sheila Waller was proposed by Lyndsey Goddard, seconded by Robert Bush and approved by all.</p>	
<p>8. <u>Date and Time of Next Meeting</u></p> <p>6th May 2025 at 7.00pm</p>	