

MINUTES OF THE ANNUAL GENERAL MEETING OF THE CHARNEY HALL & FIELD TRUST

held in the Village Hall on Thursday, 9th June 2016 at 7:30 pm

<u>Present</u>	Jane Fry (Chair)	Parish Council Representative
	David Nellist	Parish Council Representative
	Mark Ritchie (Secretary)	Elected village Representative
	Lucy Gildersleeves	Children's Church Representative
	Christine Trotman (Treasurer)	Village College Representative
	David Sibbert	Table Tennis Representative
	Diane Ewart	Elected village Representative
	Helen Royan	Elected village Representative
	Mike Newman	

<u>Apologies</u>	Lynn Brookes	Elected village Representative
	John Wright	Bookings Co-ordinator

AGENDA

1. Minutes of the AGM held on 4th June 2015
2. Matters Arising
3. Chairman's report
4. Treasurer's report
5. Welcome to Appointed Representatives of local organizations
6. Election of Village Representatives
7. Any other business

1 Minutes of the 2015 AGM

The minutes of the 2015 AGM were accepted as a true record, proposed by David Sibbert and seconded by Helen Royan.

2 Matters Arising

There were no matters arising

3 Chairman's report

Fundraising

Jane Fry began her chairman's report by offering thanks to all those who have helped CHAFT with fundraising during the past year. On the social front the year began with a very successful barn dance and hog-roast event "Charney Goes West" which was held on Charney Field last June. Special thanks were extended to Jackie and Ian of the Chequers for their invaluable assistance. Thanks were also extended to Derek McClintock for his help with lighting. The Hundred Club had continued to make a valuable contribution each year to CHAFT funds and we are very grateful to Mahala and David Nellist for organizing it.

In March 2016, Lucy and Paul Gildersleeves had organised another of their very enjoyable quizzes in the Village Hall which also helped to raise funds for the play equipment. In early April the Family Fun Day organized by Helen Royan and Diane Ewart on Charney Field and in the Hall, together with the Miles of Smiles activity on the Green organized by Jackie and Lucy produced a major boost to the play equipment fund and we are also grateful also to Diane Ewart and Lorraine Ashton for the additional sum contributed by the traditional May Day celebrations on the village green.

Children's Play Equipment

On Charney Field, despite the vigilant monitoring and maintenance efforts of Mike Newman and David Sibbert, our annual play area inspection in July last year indicated that the wooden pillars supporting the multi-play structure had rotted to the extent that it had become unsafe. The trustees examined the equipment and it was reluctantly decided that it would need to be taken down. Fortunately, CHAFT has been building up funds in expectation of this event since 2011 and so we were able to commit £14,000 for replacement of the equipment.

A subcommittee consisting of Helen Royan and Diane Ewart were tasked with developing proposals and costings for new play equipment and they duly held a village-wide consultation process in October 2015 which has made us aware that our village now has more young children than it has had for some years past. This has indicated the need to provide additional play equipment for toddlers as well as replacing the multi-play for older children. A range of equipment options was discussed by the trustees and a specific combination of items with a total cost of around £24,000 was selected.

Jane noted that the need for new play equipment was taken up by the Community-led Plan Steering Group and this was specifically noted in the response to the draft Plan from the Vale of White Horse District Council, which suggested that Charney Bassett should consider applying to VoWHDC for a grant towards the cost. Accordingly the specification for the equipment was submitted to the Vale's Capital Community Grants Scheme with a request for £9,000 (37.5% of the total sum). We expect to hear the result of our application by the end of July.

In the mean time we have provided new nets for the football goals which are now in frequent use. Unfortunately the rabbits like to chew the netting! Since the large gang mower cannot get close to the nets without the risk of damage, the chairman noted that a separate rota will be needed to mow the goal mouths (see Minutes of the First Meeting of the Trustees, AOB, below).

Village Hall maintenance

During the year CHAFT has paid for the exterior of the Village Hall to be repainted and the roof ridge has been repointed. Some rewiring has been carried out on the electric heater switches to prevent overheating. Additional maintenance has been carried out by skilled volunteers, including replacing an emergency light and repainting the hand rail outside the entrance. We are also grateful to the ladies who give their time to clean the hall every week throughout the year.

Policy Development

During the year the trustees formally set out their policy for holding financial reserves and designated funds (essential when applying for grants) and also identified a need to develop a policy with respect to the hiring of Charney Field, which will be finalised and approved in the coming year.

Future Plans

In the coming year the trustees will install the new play equipment and replace the information signs at the main entrances to Charney Field. We will also be looking to rebuild our designated fund for Charney Field so that we can maintain our play equipment and give thought to the possibility of installing some outdoor gymn equipment for adults.

4 Treasurer's report

Christine Trotman tabled her annual report and the accounts for the year ended 31 March 2016 which had previously been circulated to the trustees by email.

Income

2015/16 £7088 compared with 2014/15 £7,758. The 2014/15 figure includes a grant of £750 towards the new swings. If this is excluded, then income has remained fairly steady. Hall hire has increased from regular users; however, this is offset by a decrease in investment income. Income from fundraising activities and donations shows a very small decrease.

Expenditure

2015/16 £3914 compared with 2014/15 £6,976. The 2014/15 figure includes £4,344 for the new swings. If this is excluded, then the increase in expenditure year on year is £1,282. The 2015/16 expenditure includes refurbishment of the hall roof and new football nets for the field.

Balance Sheet

Cash on deposit with United Trust Bank remains at £25,000. This is a one year's notice period account. Notice has now been given to withdraw the funds; however, since they will be required in less than one year there will be interest penalties. For this reason, no accrual for interest is included in the accounts at 31st March 2016 and this accounts for the drop in investment income.

Cash held at HSBC at 31st March 2016 was £5,884. Funds from fund raising activities throughout the year are being held in this account having not yet been expended. Additionally, recent changes to the timing of hall hire payments from regular users saw most users having paid up to and including 31st March 2016 (this policy change also accounts for the decrease in debtors at 31st March 2016). The cash balance also includes the "100" club subscriptions paid in advance for 2016/17 (accounting for the increase in creditors at 31st March 2016).

Total Funds

The total amount of net income added to funds for 2015/16 was £3,174. Total unrestricted funds held by CHAFT at 31st March 2016 are £30,665. These funds are held as follows:

- General Funds £4,665
- Charney Village Hall Fabric Fund £10,000
- Charney Field Refurbishment Fund £16,000

2016/17

It is expected that the play equipment on the field will be replaced by the end of the autumn 2016. £14,000 from the Charney Field Refurbishment Fund together with income from fund raising will be used by the Trust towards the replacement cost of c£24,000. A grant from the Vale of White Horse District Council for £9,000 has been applied for.

Auditor

Our thanks to Richard Podd, Honorary Auditor, who has once again audited the Trust's accounts.

Questions on the Treasurer's report and accounts

In relation to the Balance Sheet a question was asked as to the meaning of prepayments. Christine explained that these included items such as monthly payments for Electricity which are currently in credit.

5 Welcome to representatives from local organisations

The chairman explained that she was retiring as Chair but had been asked to continue as a trustee representing the Parish Council. Following the decision of David Nellist to retire as a trustee, the Parish Council had appointed Mary Castle as their second representative and Jane welcomed her to the committee.

Parish Council	Jane Fry and Mary Castle
St Peter's Church PCC	Lucy Gildersleeves
Village College	Christine Trotman
Table Tennis	David Sibbert

The constitution of CHAFT allows for up to 5 trustees to be appointed by village organizations. David Sibbert proposed that the Tuesday Coffee Club should be invited to appoint a trustee to represent them. This was unanimously approved. Action: Secretary to write to Mary Daghish.

David Sibbert noted an item from Denchworth Village News indicating that the Denchworth Village Hall committee had found itself in conflict with their Parish Council over ownership of their village hall. The CHAFT trustees manage our Village Hall and Charney Field on behalf of the residents of Charney Bassett, with our Parish Council as registered owner of the Hall and Field and Custodian Trustee of CHAFT. He stressed the importance of maintaining good communications between CHAFT and Charney Bassett Parish Council to prevent the kind of misunderstanding which had arisen in Denchworth. The two trustees appointed by the PC have an important role in achieving that.

6 Election of Village representatives

The four currently serving Elected Village Representatives (Helen Royan, Diane Ewart, Lynn Brookes and Mark Ritchie) had expressed their willingness to continue to serve as trustees for a further year and there being no other proposals they were duly declared elected.

John Wright has agreed to continue in his role as Bookings Co-ordinator.

7 Any other business

7.1 Spring-cleaning. It was noted that a special "spring-clean" is usually conducted before the annual quilting exhibition. There would not now be sufficient time left to do this this year. However it was proposed that we should arrange a special annual cleaning session in the autumn (date to be agreed).

7.2 Presentations. As a token of the gratitude of the Trustees for their years of service to CHAFT Jane Fry was presented with a bouquet of flowers on her retirement as Chair and David Nellist was presented with a bottle of wine on his retirement as a trustee representing the Parish Council. In gratitude for their voluntary work on behalf of CHAFT in the management of Charney Field and the Village Hall, respectively, Mike Newman and John Wright (*in absentia*) were also presented with bottles of wine.

There being no other business the meeting closed at 8.05pm

The first meeting of the new 2016-2017 CHAFT committee followed the close of the AGM

