**The Warcop Village Hall and Warcop Parish Hall CIO.**

**COMBINED ANNUAL GENERAL MEETING**

**for 2019 - 20**

**To be held at Warcop Parish Hall at 7.30pm on Thursday 27th June 2021.**

AGENDA

**1) APOLOGIES.**

**2) PRESENT.**

**3) APPROVAL OF MINUTES OF THE PREVIOUS AGM for 2020**.

**4) MATTERS ARISING FROM THE MINUTES.**

**5) CHAIRMAN of THE WARCOP VILLAGE HALL REPORT for 2020.**

**6) TREASURER’S REPORT and APPROVAL OF AUDITOR’S REPORT.**

**7) ELECTION OF TRUSTEES TO THE WARCOP VILLAGE HALL CHARITY.**

**8) CHAIRMAN of WARCOP PARISH HALL CIO REPORT.**

**9) ELECTION OF TRUSTEES TO WARCOP PARISH HALL CHARITY.**

**10) APPOINTMENT OF OFFICERS and AUDITOR.**

**11) QUESTIONS.**

**12) CLOSURE OF THE MEETING.**

**The Warcop Village Hall and Warcop Parish Hall CIO**

**COMBINED ANNUAL GENERAL MEETING**

**for 2018/2019**

**Tuesday 16th June 2020 at 7.30 p.m.**

**Remotely by Zoom and without the general public present**

1. **Apologies:** Les Baines, Caroline Shaw.

2. **Present**: Clive Allen, Ray Bromby, Alan Burgess, Pat Burgess, Glenda Burton, Tony Dent, Peter Foskett, David Keetley, Joyce Keetley, Loïs Wiseman.

3. **Approval of Minutes of the Previous AGM for 2017-18**: It was pointed out that, under item 3, the Exchange account is not administered by the Hall but it does contribute to the Hall funds. Approval of the Minutes was proposed by Tony, seconded by Loïs, and agreed by the meeting.

4. **Matters Arising from the Minutes**: No questions were raised.

5**. Chair of the Warcop Village Hall: Report for 2018-19.** Ray orally summarised his report which he had previously emailed to the Trustees and which included an update on the legal issues. In brief, everything is held up by the Liquidator ( a full copy of Rays report is attached at the end of these minutes).

**6. Treasurer’s Report and Approval of Auditor’s Report:** The various accounts of the two charities are brought together by Alan Stubbs of Cumbria CVS and embodied in his annual Report previously emailed to the Trustees. Approval of the Report was proposed by Joyce, seconded by Glenda, and agreed by the meeting.

**7. Election of Trustees to the Warcop Village Hall Charity.** All five existing trustees were re-elected, namely, Les Baines, Ray Bromby, Glenda Burton, Tony Dent, Caroline Shaw.

**8. Chair of Warcop Parish Hall CIO: Report for 2018-19.** David orally summarised his report which he had previously emailed to the Trustees.

**9. Election of Trustees to Warcop Parish Hall CIO Charity.** All those existing trustees present were re-elected, namely, Ray Bromby, Alan Burgess, Pat Burgess, Glenda Burton, Tony Dent,

Peter Foskett, David Keetley, Joyce Keetley, Loïs Wiseman. In addition, Clive Allen, who has been a co-opted trustee, was elected a full trustee. Of those not present, Caroline Shaw has expressed a willingness to continue and is elected; Sue Fell is elected if she is willing to continue; and Les Baines has resigned as a trustee of the Parish Hall CIO, having submitted a positive letter expressing his pleasure at seeing the new hall come to fruition.

**10. Appointment of Officers and Auditor:** Alan proposed and Loïs seconded that the present officers be re-elected, namely,

Chair: David Keetley

Vice-chair: Peter Foskett

Treasurer: Joyce Keetley

Secretary: Sue Fell

This was agreed with the addition of Caroline Shaw as Booking Secretary.

Regarding the Auditor, Joyce proposed and Ray seconded that we again appoint Alan Stubbs of Cumbria CVS, and this was agreed.

**11. General Discussion:**

a. The question was asked, Where are we up to with regard to grants for the extension? David shared the good news that we have been awarded everything we have applied for. He also emphasised the hard work that the Finance and Development Committee had done on grants.

b. The old Village Hall charity will need to continue until after the further Lottery grant for the extension has been received and administered.

c. May we hope that the merger of the two charities takes place by this time next year, or earlier?

d. Following the closure of the Hall caused by the coronavirus lockdown, when can we expect the re-opening? Clive suggested an early meeting of a small group to work at a plan, but it was felt that we need to wait for government guidance. The Post Office might be one of the first activities to re-open.

12. The meeting closed at 8.27 p.m.

WARCOP VILLAGE HALL

REPORT FOR 16th JUNE 2020 ANNUAL GENERAL MEETING FOR FINANCIAL YEARS 2018 to 2019.

**CHAIRMAN’S REPORT.**

In September 2018, Cox and Allen had just gone into Liquidation and it took time to realise the delay this would cause to the plans to merge the 2 charities until it prevented further discussions with the Lottery and the Charity Commission until the Liquidation was complete. We were advised to Terminate the Contract and serve notice on the Liquidator, so that we could take control of the retention, carry out the rectification of the outstanding defects and then give the Liquidator the change.

By September 2019 the Trustees had completed all defects apart from the Heating which had just been rewired by Mott Macdonald using a Community Aid Grant, to overcome the type of power-cuts prevalent in the area. The new installation would require a period of adjustment across the winter of 2019/20 so that each section of the heating restarted in the correct order and at correct intervals to prevent it stalling.

**Update since the year end on Finalising the Building Contract.**

All defects were declared complete at the end of March 2020 by the Architect to a programme agreed with the Trustees that allowed for setting up the Heating and then he issued the Certificates of Making Good and Final Certificate on the 3rd April 2020. The Quantity Surveyor established the overall cost of the defects work, which resulted in a cheque being issued to the Liquidator of £2,516.33, making a total spend of £14,799.06 which matched the Final Account Agreement with Cox and Allen prior to Liquidation.

**Update on the Legal Agreement with the Lottery.**

A copy of the Architects Certificate of Making Good and Final Certificate plus the Quantity Surveyors report were sent to the Lottery’s Legal Department in early April but due to the COVID isolation no further progress has been possible. They have pointed out that they cannot progress until the Liquidator has released the project which I have been trying to obtain since the 1st May.

**Update on the Legal Agreement between the two Charities.**

The Trustees of the Village Hall agreed to £10,000.00 being transferred to the Parish Halls account in October 2019 to start its business leaving enough behind for the Village Hall to meet its debts.

**Further Matters.**

CVS have again audited the charities accounts for the period 1st September 2018 to 31st August 2019. Copies of the Accounts will be distributed to the Trustees by email.

Can I thank Joyce for continuing to be Treasurer of the Village Hall and secondly can I thank Tony for continuing as Treasurer of the Village Hall Building Accounts.