



# LEINTWARDINE CENTRE

HIGH STREET, LEINTWARDINE, CRAVEN ARMS SY7 0LB

## **Minutes of the Annual General Meeting of the Committee of the Leintwardine Village Hall and Community Centre (Leintwardine Centre Committee)**

Date and Time: WEDNESDAY 13 MAY 2015 at 19.30

Venue: Main Hall, Leintwardine Centre

### Present

Chair: Richard Sudworth (RS)

Members: John Ball (JB), Rob Cock (RC), Elisabeth Egelund (EE), Angela Ellis (AE), Karen Foote (KF), Judy Morris (JM), Malcolm Turner (MT).

Secretary: Terry Clough (TC)

Also present:

Two members of the public: Mr. P. Orton, Mrs. B. Sudworth.

### **1. Apologies for absence**

Peter Forshaw, Harvey Vallis

### **2. Minutes of the AGM held on Thursday 29 May 2014**

The minutes of the previous Annual General Meeting, held on 29 May 2014, were circulated to all committee members before the meeting and were available in the room to members of the public.

It was proposed by Mrs. Sudworth, seconded by Mr. Orton, that the minutes be accepted as an accurate record. The minutes of the previous AGM, held on 29 May 2014, were duly approved.

### **3. Annual Report of the Chairman**

The report given by RS is appended to these minutes and will be published on the LCC website. RS particularly thanked Sue Hopkins, who was standing down, for her work on the Committee, and Liz and Peter Forshaw for their excellent work as bookings officers in the previous two years.

### **4. Annual Report of the Treasurer**

The report, given by RC as acting treasurer, is appended hereto and will be published on the LCC website.

### **5. Appointment of an auditor**

The Committee has been advised that the Centre's budget does not exceed the threshold set by the Charities Commission, above which a charity's accounts have to be audited. The accounts will, however, be examined in accordance with the Charity Commission's rules, as has been the practice in previous years. Mr. Paul Oatley had agreed to examine the accounts.

### **6. Endorsement of Committee Members for the period 13 May 2015 to the 2016 AGM**

The list of members standing for the forthcoming year was read out by TC.

The list of members, duly proposed by Mr. Orton and seconded by Mrs. Sudworth was approved and is attached hereto.

It was confirmed that the following had been tentatively appointed, subject to the approval of the Resolution (see below) to represent one or more of the 6 organisations referred to in the revised Scheme

- Leintwardine Youth Group (LYG): Karen Foote
- Friends of the Leintwardine Community Library (FOLCL): Elisabeth Egelund

Nominations are awaited from the Leintwardine Group Parish Council and the remaining organisations on the list. All will be confirmed once the Charity Commission has formally taken note of the amendments to the scheme.

## 7. Approval of a formal Resolution amending the Scheme of the LVHCC Charity

TC explained that the purpose of the resolution, to be submitted to the Charity Commission for acknowledgement (not approval) was merely to bring the existing texts, dating from 1988 and 1997, up to date with the current practice in the Committee regarding appointment of members, the list of organisation entitled to appoint a representative and the manner in which the Committee conducts its business. He stressed that the charity status of the LVHCC was in no way affected. The form of the resolution to be adopted at the AGM was chosen on the advice given by the Charity Commission.

The text of the resolution had been circulated to Committee members before the meeting and was available to members of the public in the room. It is attached hereto.

RS gave the public an opportunity to read the text and ask questions. Thereafter, **the Resolution was proposed for adoption by Mr. Orton, seconded by Mrs. Sudworth and was approved unanimously by those present.** It will now be referred to the Charity Commission.

## 8. Other Business

- Questions from the floor

In answer to a question from Mr. Orton, RC explained that the target for the reserves was in the range of 6 to 9 months of gross income and was intended to compensate for potential loss of income. The second component of the reserves, a sinking fund for repair and maintenance and purchase of new or replacement equipment, was also some way below the optimum level. This situation will improve once the LCC receives from Hereford Council the £7500 agreed compensation for transferring the liability relating to the public toilets. On the downside, this means that responsibility for the toilets will now lie *de jure* as well as *de facto* with the LCC. standing orders – i.e. they will be repeated. The remainder, which tended to be larger amounts, were not necessary one-offs as some donors had indicated they would be willing to give again.

Mrs. Sudworth asked whether the Committee planned to ask the Leintwardine Group Parish Council (LGPC) for a grant, as it had done occasionally in the past. RS replied that no decision had been taken, mainly as the question was related to the proposals from the Committee regarding the running of the Reading Room building. They are currently pending before the LGPC and no formal response was expected before the LGPC's June meeting.

In conclusion, RS thanked Mrs. Sudworth and Mr. Orton for attending the meeting and for their active contributions to the discussion.

*The meeting was adjourned at 20:05*

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Attachments:

- Chairman's report

- Treasurer's report
- List of members 2015-16
- Resolution.