**Venue:**        Shirehampton Public Hall

**Time:**           19:05– 20:00

**Present:**     Norman Routledge (NR Trustee, Chair), Edyta Lang (EL, Trustee & Secretary), Amanda Parsons (AP, Hall Manager)

**Members**: Gail Amphlett, Julia Jarman, Marilyn Gorry, Annette Maggs, Janet Wilson, Janet Thomas, David Thomas, Councillor Don Alexander, Ed Amphlett, Jessica Martens, Sue Russell, Miles Waters, Lindsay Waters, Tom Bradley, Theresa Flanagan

**Public:** None

**Apologies:** Esther Giles (EG, Trustee, Treasurer), Ash Bearman, David Hinksman, John Bos, Annelie Egli

**1.Welcome**

NR welcomed everyone to the AGM. NR introduced other trustees – Esther Giles and Edyta Lang and Hall Manager – Amanda Parsons. NR thanked everyone for coming.

**2. Retirement/Reappointment of Directors:**

It was proposed by David Thomas and seconded by Gail Amphlett that NR, EL and EG be reelected as Directors of the Association for a further term of three years. The motion was passed unanimously by members by a show of hands.

**3. Attendance and Apologies**

NR noted apologies and attendance – see above.

**4.Minutes of the Previous AGM**

The minutes of the meeting held on 1st September 2021 were approved and accepted.

**5. Annual accounts and report**

NR presented the annual report to members and explained that the Community Asset Transfer of the Public Hall from Bristol City Council was completed in March. NR stated that a 35 year lease had been agreed , with BCC continuing to support the Hall with bills and repairs until 2032. NR clarified that this now made the library a tenant of the Hall, and plans for the future location of the library were taking place. Cllr Don Alexander stated that the refurbishment of Avonmouth Community Centre and the relocation of the library to the foyer of that building worked very well and was well received by users. NR said that the library space could now be used when the library was not open, and that the library staff room was about to be redecorated so that it could be used as another rental space for the Hall.

NR gave a progress report on the roof works, explaining that an August finish was anticipated. NR explained that works to the clock were due to take place after the roof works were completed. NR thanked Sue Warren in her absence for taking part in and Chairing the Fundraising Committee at the Hall, which had made good progress with grant applications and other fundraising ideas.

NR extended huge thanks to the volunteers who had worked so hard to completely revamp and tidy the garden space to make it much more appealing to use. A round of applause was given.

NR stated that the User Group meeting held in May had not been well attended. NR stated that users’ opinions about how the Hall was run was very important and expressed the sincere need for more users to attend such groups as their opinions were valuable. NR stated that there was to be a special building meeting on 2nd August 2022 at 7pm to discuss the plans for future works at the Hall, and all members and users and volunteers were invited to attend.

NR mentioned the consultation which was due to take place at the Hall regarding the Conservation Area Revision, and he encouraged as many people to attend as possible to give their opinions.

DT asked whether or not the library was paying rent to the Hall. NR clarified that the situation with regard to rent had not changed in that the Hall did not pay rent to BCC, so the same was now true of the library. This would be reviewed in 2032. NR also pointed out that storage heaters were being used in the library, which was a very expensive way of paying for heating considering the number of hours the library was open. NR stated that the hope was for these to be replaced with air source heat pumps in the future.

GA asked about the cleaning of the library. NR stated that the Hall staff would be taking this on and the library would be charged accordingly.

**6. Treasurer’s Report**

NR summarised the 2021/22 accounts on behalf of EG. NR stated that the major cost remained staffing and cleaning. NR acknowledged the Coop for their support and thanked them for the £3217 donation from their community fund.

NR stated that a budget had been set for the next financial year and certain funds had been restricted for the refurbishment of the hall.

GA expressed concern that the Hall was running at a deficit, despite a small one. NR stated that the purpose of the refurbishment was to entice more people into using the Hall and therefore raise income by making it more appealing for more lucrative events. NR stated that the major challenge would come in 2032 when the Hall needed to take full responsibility for its running costs. NR said that as soon as the roof works were completed it would be all go to refurbish the inside of the Hall.

DT proposed to accept the accounts and financial report. This was seconded by JW. Accepted by members unanimously by a show of hands.

**7. Any Other Business**

GA said she had raised the issue of the importance of regular reviews of the Association’s policies and procedures with NR before the meeting. GA requested that an assurance be given by the board that this will happen before the next AGM. GA was specifically interested in the user group policy being removed and the policies and procedures being uploaded to the website and available for the public to view. GA was also keen to see room availability shown on the website. NR reassured GA that these matters would be dealt with.

NR acknowledged Janet Wilson (JW) and informed members that she was considering becoming a Trustee for the Hall.

DT expressed thanks on behalf of all the members for the hard work and time given by the Trustees, volunteers and staff of the Public Hall during the past twelve months. The members responded with a round of applause.

**Date and Time of Next AGM: Wednesday 5th July 2023 at 7pm**