



Polruan Village Hall Management Committee Meeting

Minutes of the Annual General Meeting

Tuesday, 26 October 2021 at 6.00pm

Present:

Stephen Willsher SW (Chair)

Cynthia Lockyear CL

Martin Akerman MA (Treasurer)

Christine Cox CC

Suzanne Goddard SG (Secretary)

Charlie Cox CHC

Kathryn Hill KH (Booking Clerk/Vice
Chair)

Apologies/absent:

Charlie Cox, Andrea Francis, Andrew Kelly

Members of the public:

None

1. Welcome from the Chair: The Chair welcomed members of the Committee to the meeting and thanked them for coming along to the first face-to-face meeting in a very long time. The Agenda and supporting papers had been circulated to the Committee and published on the website prior to the meeting. Posters had been placed around the village inviting members of the public to attend, directing them to the website asking for comments or nominations for election to be submitted.
2. The Minutes of the last AGM (20 September 2020) were approved by CL and seconded by KH.
3. Matters arising from last AGM: There were no matters arising.
4. Chair's Report dated February 2021: This had been circulated prior to the meeting and was unanimously approved by all present and accepted.

5. Present and Review Accounts: These had been circulated prior to the meeting for scrutiny. CL queried Keith Charman's appointment as Independent Examiner. MA confirmed that an Independent Examination of our accounts was required but the auditor previously instructed was costly. He had recommended Keith Charman in his place, (a role Mr Charman had also previously undertaken). The Accounts were unanimously approved by all present and accepted

6. Election of Committee

- a. Election of Chair
- b. Election of Vice Chair
- c. Election of Treasurer
- d. Election of Secretary
- e. Election of Booking Clerk

CL proposed and CC seconded that if all Committee Members were prepared to continue in Office they be re-elected. In the absence of anyone wishing to stand down or to be elected, this was unanimously carried, although KH said if someone else felt able to take over the role of Vice Chair at a later stage, to please come forward.

- a. Chair: Stephen Willsher
- b. Vice Chair: Kathryn Hill
- c. Treasurer: Martin Akerman
- d. Secretary: Suzanne Goddard
- e. Booking Clerk: Kathryn Hill

7. AOB: CL raised that we should have more representatives on the Committee from User Groups. It was agreed that such representation was vital to the smooth running of the Hall. **Action SG:** to write inviting representation from User Groups currently unrepresented on the Committee.

8. Open Forum: No items raised.

The Chair thanked the members for attending.

The meeting closed at 6.23pm