

# Polruan Village Hall Management Committee Meeting

## Minutes of the Annual General Meeting

Tuesday, 3 October 2023 at 6.00pm

### **Present:**

Stephen Willsher SW (Chair)

Cynthia Lockyear CL

Martin Akerman MA (Treasurer)

Sue Rowe SR

Suzanne Goddard SG (Secretary)

Mike Parlett MP

Kathryn Hill KH (Booking Clerk/Vice  
Chair)

### **Apologies/absent:**

Christine Cox, Charlie Cox, Andrew Kelly

### **Members of the public:**

Henry Rowe

1. Welcome from the Chair: The Chair welcomed members of the Committee and the public to the meeting and thanked them for coming along. 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 and asking for comments or nominations for election to be submitted.
2. The Minutes of the last AGM (4 October 2022) were proposed by KH and seconded by CL.
3. Matters arising from last AGM: There were none.
4. Chair's Report dated 28 February 2023: 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. Malcolm Dodd had been appointed to provide an independent examination and audit of the Accounts. The Accounts were unanimously approved by all present and accepted. The Treasurer was thanked by the Committee for all his hard work.

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

The Chair (SW) and Secretary (SG) were both standing down. The Treasurer (MA) and Bookings Clerk (KH) were prepared to continue in post. The Vice Chair (KH) was prepared to stay in post, providing there was a Chair. Nominations for the position of Chair and Secretary had not been received prior to the meeting and were not forthcoming at the meeting. No nominations had been received for Members of the Committee.

After discussion, it was agreed that the current Committee would continue in post for the next 3 to 4 months. An emergency meeting would be called for 13 January 2024 at 2.30pm to establish whether volunteers had come forward to fill the vacant Chair and Secretary roles. In the meantime, the whole Committee would actively try to recruit volunteers. The Polruan Theatre Club, Film Club and Sports and Social Club would use their forums to try to drum up support and letters would be sent out to other User Groups. The general feeling was that if members of the community were aware that without a functioning Committee, the Hall may be forced to close, volunteers would come forward. It was agreed that some restructuring of the Committee may need to take place to attract some, but care needed to be taken as being a Trustee on a Committee providing a multi use community space was different to being involved in a social club.

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

7. AOB: None

8. Open Forum: No items raised.

The Chair thanked the members for attending.

The meeting closed at 7pm.