

Polruan Village Hall (PVH) – Annual General Meeting
Held on Friday, 4th October 2024 at Polruan Village Hall at 6 pm

MINUTES

Present

PVH Committee: Cynthia Lockyear, Mike Parlett, Henry Rowe (Chair), Martin Akerman, Chris Cox, Kathryn Hill, Yvonne Riedel-Brown (notes)

Community: Lynn Bartlett, Maureen Parlett, Sue Hext, Fernley Hext, Marian (?), Victoria Brown

Apologies: Claire Palmer, Charlie Cox

1. Welcome & introduction to the meeting / agenda (Henry)
2. Minutes of the last AGM (3rd October 2023)
The minutes were approved (Martin proposed, Kathryn seconded, all in favour)
3. Matters arising from the last AGM
There were no matters arising.
4. Chair's Report
Henry delivered a report of PVH activity over the last year, noting that the annual report and accounts cover the period from February 2023 – February 2024, and that he and other new PVH Committee members took over in January 2024, when a follow-up meeting to the October AGM had to be held and replacements for the Chair and Secretary recruited, since it had not been possible to fill essential Committee positions then.
Henry and Claire volunteered to fill the positions for a year until a more permanent solution could be found.
Henry thanked
 - Stephen Wilsher and Suzanne Goddard for doing a fantastic job as Chair and Secretary until then
 - Mike Parlett for filling the new role of Facilities Manager so effectively
 - Yvonne for supporting as Vice Chair
 - Martin for extensive and successful grant fundraising and financial controls

- Kathryn, Cynthia, Chris and Charlie for leading all practical fundraising activities
- Claire for all her work and support filling the role of Secretary on an interim basis.

Henry notes that since January

- changes have been introduced including more frequent meetings to limit work required between meetings,
- improved policy documents – particularly for financial controls, ensuring that income matches expenditure where required, funds are invested appropriately and project funding sought and allocated where necessary
- the finances are balanced and the PVH has a sustainable future.

5. Present and Review Accounts

Martin summarises his Treasurer's Report and 'Currently Available Grant Funding 4/10/24' as circulated before the meeting.

He notes that

- new groups have joined us over the last year and used the hall, making a significant difference to our regular income
- Edwina Hannaford passed away this year and remembered her steadfast support for the PVH especially during the Covid pandemic
- Opportunities to make use of VAT relief when paying for work such as replacing the heating system have been identified and help boost our investments
- The PVH is in a strong financial position.

Henry thanks Martin for his report and dedicated work.

6. Election of committee

Nominations and interest are sought for the positions of Chair and Secretary. PCH committee members holding other positions are content to continue in their roles for the next year.

There is no volunteer for the role of Secretary, although Sue Hext will consider.

There is no volunteer for the role of Chair, although Fernley Hext will consider at the end of the year if his other commitments are reduced.

Henry notes the lack of volunteers and that the PVH Committee will consider next steps.

7. AOB

- Martin requests that the PVH Accounts are formally approved. Kathryn proposes, Cynthia seconds, all in favour.

- Kathryn notes that the PVH had become very popular with Cornish Celtic Way walkers, many positive comments had been received and goodwill generated.
- Mike notes that money allocated to improvement projects had made an important difference to the Hall, e.g. the new steps leading upstairs and the planned heating system replacement.
- Yvonne thanks Henry – with agreement from all present – for all his work leading the PVH Committee this year
- Fern notes that the PVH is a fantastic facility and thanks the Committee – with agreement from community members present – for keeping it going.

The public Meeting closed at 6.28 pm