

# BADINGHAM VILLAGE HALL

## Draft Minutes of the AGM Meeting held on Tuesday 24<sup>th</sup> September 2024

in Badingham Village Hall, Low Street, Badingham IP13 8JT

Members: Cllrs Mountain, Welham, Lindesay. Also present, members from the BVHMC as follows: Charles Bainbridge, Rob Picton, and the clerk.

- 1. Welcome:** The Chair of the Parish Council, Cllr Mountain, welcomed everyone to the meeting and thanked the Badingham Village Hall Management Committee (BVHMC) for everything they have achieved and how well the VH is thriving.
- 2. Apologies for absence:** Apologies received and accepted from Martin Clark
- 3. Minutes of the last VH AGM:** The AGM minutes dated 8<sup>th</sup> August 2023 were approved and signed as a true record.
- 4. Governance:** Reported that there will be a need to review the finance policy and terms of reference over the next couple of months to align with the new way of working. The possibility of a Unity Trust bank card was suggested to avoid members using their own accounts, ensuring that at least two committee members authorise any significant spending. This idea was approved by the councillors. The committee is looking for new members, as there is currently no secretary or representative from the parish council. Adding one more committee member would bring the committee up to full strength. Martin intends to step down as Chair by the end of the financial year, but is happy to remain a member.
- 5. Annual Report** by the Chair of the BVHMC, previously circulated.
- 6. Financial Report from the BVH Management Committee:** Accounts were distributed to all present showing the current finances, including current account spreadsheet for and the account for Field to Fork.
- 7. Accounts for the Year ending 31 March 2024** were unanimously approved and signed by the Chair. The accounts were audited by Malcolm Knott.
- 8. Update on the VH and any actions to be approved:** The committee presented a development plan (previously circulated) to organise and monitor activities. In the next few weeks, decisions will need to be made regarding work funded by the lottery grant, including ideas for improving space, soundproofing, and enhancing access to the courtyard garden area by installing grids in the gravel and moving the bench from opposite the pub to the alcove in front of the village hall. A review of the website is needed as it doesn't provide the right services and is not always user-friendly. Recent quotes from providers of local councils have been very reasonable and Rob Picton has offered to look into this further. Councillors confirmed that hedge trimming on either side of the village needs to be carried out by volunteers, although would cover expenses if it becomes too much to handle. Village hall insurance was confirmed by Charles and a copy will be sent to the Chair to confirm that buildings are covered.
- 9. Date of the next AGM tbc**

*The meeting closed at 20:44*

*Caroline Byrne*

Clerk and Responsible Financial Office to Badingham Parish Council