

Dated: Monday 6th September 2021.

The meeting commenced at 19:00 hrs.

1. Present

Ian Divers (ID), Alan Drew (AD), Betty Geary (BG), Barry Richardson (BR), Claire Mills (CM) and Gordon Churchill (GC).

2. Apologies

None received.

3. Minutes of the last AGM

The Minutes of the 2020 AGM were already circulated, were unanimously agreed as correct and subsequently adopted. **Proposer: Barry Richardson (BR), Seconded: Claire Mills (CM).**

4. Treasurer’s Report

a. **Bank Accounts:** Balances as of 31st August 2021:

i.	CAF Cash Account:		£ 2,893.78
ii.	CAF Gold Account:		£ 3,107.76
iii.	CCLA/COIF:	915.57 Income Units	£17,138.09
		54.61 Accumulation Units	£11,282.59

b. **CCLA/COIF – Income Units:** Interest of £120.76 has been received.

c. **Annual Audit & Accounts:** Watling & Hirst have carried out the annual audit & accounts for 2020 and have provided the Receipts & Payments Account, Form CC16a. They did not raise any queries during the audit. The accounts were unanimously approved.

Proposer: Gordon Churchill (GC) **Seconder:** Alan Drew (AD).

d. **Form CC16a:** The CC16a form was signed by the Chairman and the Treasurer. The details from the form will be uploaded to the Charity Commission website. **Action: Ian Divers (ID) and Gordon Churchill (GC).**

e. **Revenue:** This has reduced during the year but is picking up again. We have received some monies from the Government and the Council. Generally, the Trust is in a financially healthier position than it has for quite some time.

f. **SECAmb:** A Planning Application has been submitted to Chichester District Council to confirm whether a ‘Change of Use’ is required for using the Sandal Room as an Ambulance Response Post. We are still awaiting a response from CDC. This rental will give the Trust stable and long-lived income at a time when the world is in turmoil.

5. Chairman’s Report

Thank you to all the Committee members for their attendance and input during the past year. What a year! Let’s hope we do not see the like of it again. Special thanks to Barry (BR) who has consolidated our financial position and has helped to set up a possible income stream for the future i.e., the SECAmb lease. Special thanks also to Ian (ID) for keeping us recorded and legal. Thanks to Betty (BG) for persisting despite the apparent risks, being the most active person dealing with clients and cleaning.

Sadly, we have accepted the resignation of Barry (BR) as Treasurer, Ian (ID) as a *pro tem* secretary and Marie as the representative of the social club, as well as the resignation of the Trustees from some of the user groups. We still have considerable potential to develop our services for the people of Birdham, but we desperately need more Trustees. Via the AiRs mailing list, I have been copied

into an email from one of the trustees from the Harting Community Hall Trust which discusses the issue of Trustees versus Parish Council and is directly relevant to our situation.

“At Harting Community Hall Trust we are a registered charity and the Trustees manage the village hall on a lease from the Parish Council who own the freehold. We have a very close and good relationship with the PC. However, we are struggling to recruit new trustees to replace our existing trustees who are looking to retire. Ideal younger candidates are put off by the legal and regulatory responsibilities which go with being a trustee of a charity. We are looking at various options which include winding up the charity and handing management responsibility to the PC or appointing the PC as the charity’s Sole Trustee. I cannot believe that we are unique in this situation. I would be most grateful for any feedback from others who either have wound up as a charity (how did the Charity Commission react?) or have their PC as Sole Trustee. Indeed, I would be grateful for any ideas about alternative solutions or advice on our situation. Many thanks. Hugh Twiss.”

This raises an option, of which there are several, and we should explore as many as possible.

6. Election, Committee of Management

Marie Geary resigned as a Trustee effective immediately and the Birdham Social Club will be removed from the Group appointed Trustee list in the Governing Document, as the Social Club no longer exists. Barry Richardson has resigned as a Trustee but will keep the Treasurer brief until March 2022 to give the Committee time to find a replacement. Ian Divers (Minute taking) stated his intention to hand over his function to someone else next March (2022). The Bowls Club are not able to supply a Trustee anymore. The Bingo club has also finished. These two clubs will be removed from the Governing Document. The Scouts, when contacted, said they would try to supply a Trustee. No-one has arrived so far! We are waiting for the Church authorities to appoint their Trustee. With all this in mind the election of the Committee of Management was conducted.

Elected Member	Alan Drew
Elected Member	Claire Mills
Elected Member	Betty Geary
St. James’s Church	Vacant
Scouts	TBA
Tower Youth Group	Vacant
BPC	Gordon Churchill
BPC *3	Vacant

The Committee members present were asked to sign the register of the Committee of Management Members before leaving the venue as required by the Governing Trust Document, Section 11 Register of members parts (1) & (2). This was achieved before the Trustee meeting started. There were no applications for election received from the public.

7. Any other Business

- a. New hire rates for 2021/22. In view of the unusual situation created this year, it was decided to leave all the rates at the same level as last year. **Approved: unanimous.**
- b. The Scouts charge for 2021/22. The Trustees decided that they would suspend the lease payment for 2022, as they had done for 2021, due to the Covid restrictions. This was approved unanimously. **Action: Barry (BR) to inform Ray Nye of the Scouts.**
- c. No questions received by post or email

8. Date of Next Meeting

The next BVHT AGM will be Monday, 5th September 2022 at 19:00 hrs.

The meeting closed at 19:22 hrs.