



**CATTERALL VILLAGE HALL COMMITTEE
ANNUAL GENERAL MEETING
28 NOVEMBER 2023 AT 7.30PM
MINUTES**

PRESENT:

Simon Kirkman (SK) – Chair
Jan Finch (JF) – Secretary
Debbie Clift (DC) - Treasurer
Amy Holland (AH) – Bookings Secretary
Carl Boardman (CB)

APOLOGIES FOR ABSENCE

Joan Mackenzie (JM)

MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

The minutes of the AGM held on 29 November 2022 were agreed as an accurate record and there were no matters arising.

ACCOUNTS AND REPORTS

The full accounts for the financial year 1 October 2022 to 30 September 2023 had been circulated. These had been independently verified by Wyre Accountancy Services and Trustees noted that the closing balance was £17,720. The Chair noted that there was a minor change outstanding where bank compensation would be reclassified as a donation rather than a grant.

The Chair introduced the Trustees' Annual Report which gave a full account of activity over the past year. He thanked all Trustees for their continued hard work on behalf of the village hall.

Trustees resolved to accept the accounts and the Trustees' Annual Report. All Trustees should sign the accounts and the Chair will sign the Trustees' Annual Report.

INDEPENDENT VERIFICATION/AUDIT

Trustees noted that Wyre Accountancy Services had carried out the Independent Verification required and had done so in an efficient and timely manner.

Trustees resolved to appoint Wyre Accountancy Services to carry out the work next year.

APPOINTMENT OF TRUSTEES

The Governing Document makes provision for eight elected members, and it was agreed that Simon Kirkman, Jan Finch, and Carl Boardman be re-elected for a further 12-month term of office. It was further agreed that Chris Eccles be elected for a 12-month term of office.

The Governing Document makes provision for four representative members and it was agreed that the appointment of Joan Mackenzie (appointed by Catterall Parish Council), Debbie Clift (appointed by Catterall Rainbows) and Amy Holland (appointed by Catterall

Brownies) be confirmed for a 12 month term of office (or until a new nomination is made by their respective organisations).

Trustees noted that Catterall Gardening Club is no longer active and Trustees noted that there is no other community group which regularly uses the hall which could be invited to nominate a representative.

RETIRING TRUSTEE

Trustees noted that Emma Tyrell had decided to retire as a Trustee as she is not able to attend meetings owing to work and family commitments.

ANY OTHER BUSINESS

None.

There being no other business the Chair closed the meeting at 7.47pm.

DRAFT