

A Special General Meeting of Walsham le Willows Community Council

To be held at The Memorial Village Hall at 7.30pm on Thursday, 6th December, 2018

Agenda

1. Those present:

Trustees: R Barber, M Barber, I Campbell, I Bartholomew

Officers: R Barber, M Barber, I Bartholomew

Members: J Neilsen, K Nelson, D Murray, B Wills, J Hubbard, R Hubbard, D Lockyer, S Cousins, A Wiley, C Niall, E Wade, P Cobbold, T Roberts, K Boardley, S White, K Rothern

Non Members: 26 members of the public signed in (see list attached to these Minutes)

2. Apologies for absence: A Ellis, F Bloomfield, J Bloomfield

R Barber stated that we were sorry to hear of Fred's ill health and that we all wished him a speedy recovery.

3. Declarations of interest: None

4. Approval of the Draft Minutes of the meeting held on 30.11.18:

A Wiley stated that she felt the Minutes were not a true record of the meeting especially relating to the issue of bookings. She had asked about the diary and a conclusion couldn't be reached. She also stated that Keith had been asked to give her the bookings diary and had refused. Keith replied that all she had to do was phone him and ask to go round and look at the book as he couldn't let it go out in case of bookings needing to be made. C Niall Proposed the **Action** that a request had been made from the meeting for Committee to review the diary going forward. M Barber reported that J Bloomfield had informed her that Fred had said he would act as Caretaker for now but would not do the cleaning. Maggie had referred to the current job description before writing the Minutes but she would remove the word 'Cleaner'.

I Campbell proposed acceptance of the Minutes subject to those changes, seconded by C Niall and agreed by those members of Committee present.

5. Matters Arising:

- 1st December – Christmas Fayre – Income of £160 was reported by J Hubbard from 16 stall holders; I Bartholomew reported £125.69 from Refreshments and £79 from the Hamper Raffle, totalling £364.69 profit to funds. It was felt that there had been a disappointing turn out. I Bartholomew reported that we had received similar feedback from two stall holders which he would circulate to Committee later. He felt it had some key learning points which needed to be taken on board for future events.
- 15th March – Between You & Me – R Barber reported that due to unforeseen circumstances this event had been cancelled.
- Eastern Angles Touring Theatre – M Barber reported that the Bookings Officer, Jess Baker, had been unable to fit in with the dates we offered but that, having checked with K Rothern, there was a mutually acceptable date of 13th April. She felt that this was early enough in the tour to attract outside audience members as well as within the village. Last year's booking at the end of the run meant that we didn't have that advantage resulting in a financial loss but we had nevertheless provided a quality community event. The meeting was in favour of taking up the booking.
- Book Trolley castors – K Rothern undertook to sort out the problem of them locking up.
- Election of Honorary Officers
Chair: F Bloomfield – proposed by J Bloomfield, seconded D Lockyer – elected unopposed
Vice Chair: J Hubbard – proposed F Bloomfield, seconded B Wills – elected unopposed
Secretary: K Nelson – proposed J Bloomfield, seconded A Wiley – elected unopposed
Treasurer: C Niall – proposed R Barber, seconded J Hubbard – elected unopposed.

6. Any Other Business:

- J Hubbard passed over a letter from F Bloomfield saying that he wished to thank anyone here tonight who lent their support in voting for him. He may not be able to represent himself physically but resolved to do his best if voted in.
- K Rothon reported that a number of regular hirers would be closing down for the Christmas period – Keep Fit and Badminton would finish shortly; Parent & Toddlers on 19th; Coffee Shop on 18th, reopening on 3rd January; the Buddhist community had a booking for 15th December.
- J Stebbing wanted information about Trustees for the Charity. I Campbell explained the current system with there being two separate charities for the Community Council and the Memorial Hall. He explained about the meetings and information via Community Action Suffolk and said that initially the constitution needed to be looked at and amended as it is basically a very old document. He reiterated that the three Trustees, R Barber, M Barber and I Bartholomew, were stepping down from the Community Council but not the Memorial Hall at this time. J Stebbing felt that the role of Trustees should be advertised.
- H Dougall asked that Minutes should not contain acronyms at the first time of writing as in CIO meaning a Charitable Incorporated Organisation which she'd had to look up.
- E Dougall asked whether there was a model constitution that could be used. I Campbell stated that these could be looked into but something not too onerous in reporting requirements to the Charity Commission would be useful.
- I Campbell asked J & R Hubbard what the new Fundraising Group was for in the village as recently advertised on Facebook. He asked if it was part of the Community Council as there had been no discussion about it and who was involved. Janet replied that there were 5 people in it; that it was for the community, church, etc and that it could put stuff on for people in the village. Ian pointed out that if they were involved with putting on things for this as well as the Community Council, they had to be very careful that there was no conflict of interest. The change of recipients of the funds raised from both the Halloween Walk and the 40s Night was pointed out as they had long been advertised as Community Council events and then were suddenly moved elsewhere with proceeds also going elsewhere and with no discussion with the Community Council.

7. Conclusion: R Barber brought the meeting to its conclusion.

“That concludes the formal business of this Special General Meeting. The handover of roles and of files relating to the work of each Honorary Officer is probably best done on an informal basis sometime before New Year.

Firstly, I have been a part of this organisation for over 46 years when I was asked to run the Village Youth Club and later be the Observer Editor. There are many people to thank for making all those years enjoyable and rewarding, sadly many are no longer here, but to those who are, thank you, you know who you are and we know who you are.

Secondly, I offer my good wishes to Fred and his team as they take over in what many consider to be increasingly challenging times. Good luck and Good night.”

John Stebbing offered a big vote of thanks to the four retirees for all they have done; the improvements to the hall from the car park to the more recent upgrade of the main hall have all been down to the team's tenacity. He was sure he spoke for the people here as well.

The meeting closed at 8.30.