

# HICKLING PLAYING FIELD OR RECREATION GROUND CHARITY RCN 270199

## Minutes of the Annual General Meeting

**27th September 2018, 7.30 pm at Hickling Barn**

**TRUSTEES:** Chairman Nick Baker, Chris Watkins, Shirley Sainsbury, Richard Booton, Gemma Scarborough, H Gibbons, L Bennett, M Prettyman, R Slatter, Louise Chicken,

**Apologies:** B Butcher, Harry Purnell, Vivien Tallowin, K Baker, Y Pugh

**Members present:** 25 signed in, including Trustees. **Invited Guest:** T Cotton

### Welcome and Introduction

HPFRG Trustees chairman Nick Baker opened the meeting and welcomed everyone present. The rules for attending the meeting were summarised by the chairman. He asked if anyone believed that any of those present was not a member of the charity. There was no response.

**Approval of Minutes:** The minutes of the 2017 AGM were presented and approved.

### To receive the accounts for the financial Year 2017/2018

Chairman Nick Baker asked if any questions had been received on the accounts, none had been received and no response from the floor.

Our treasurer Louise Chicken summarised the accounts. Noting a big difference in income due to a £12k grant and the £25k loan that had been very generously changed to a donation. This financial year most of the income has been generated through the hiring of the hall. Expenditure is on par with last year, all service contracts are regularly looked at for the best deals possible. All loans previously taken out by the barn have been paid and we are now debt free.

It was then proposed on the basis of the report from Farr & Associates Ltd that the charity's accounts for the 2017/2018 financial year be received and forwarded to the Charity Commission. With a show of hands the motion was carried unanimously.

Chairman Nick Baker thanked Louise on behalf of all the Trustees for her hard work on the charity accounts bringing them in line with our accountants system, meaning less work for the accountant plus saving the charity money.

These are draft accounts until the Charity Commission approves them but they are available on the Barn website.

### Report on the activities of the charity for 2017/18

Chairman Nick Baker stated that our 5 year Business plan is aimed at ensuring the Barn and playing field continue to provide excellent community resources for everyone in Hickling.

**Business Plan:** Richard Booton reported that we now have a Reserve Fund of approx 1 year's expenditure in line with the Charity Commission guide lines. The Improvement fund established will be used for key improvements in the coming years, e.g. exterior lighting around the car park, path to children's play area. As previously stated all service contracts are regularly reviewed for better deals and

we are always searching for funding and contributions of all types – legacies/bequests, grants and sponsorships. Hall charges will rise in line with inflation from January.

Chairman Nick Baker thanked Richard for his report and went on to say how successful the Barn has been again this last year, with many activities proving to be just as popular as last year.

The Trustees, management team and all the volunteers have worked extremely hard over the past year to ensure the Barn continues to be successful.

The Chairman stated that the charity continues to work with the Parish Council to ensure the barn thrives as an integral part of Hickling. Also this year we held a Volunteers Evening, first all to thank everyone personally for their involvement in making the barn successful and second to find out how we could do things better for volunteers and how to ensure we stay successful. It was a very productive evening and a follow up meeting will be arranged. The consensus was that the barn gives the village a focal point and it supports people who may otherwise feel isolated.

**HPFRGC Constitutional Change:** Chairman Nick Baker explained that as the Hickling Hunnies, which was one of the village organisations that nominated a Trustee has now closed, this nominated Trustee place will change to an elected Trustee. The constitution states that this type of change requires a 2/3rds majority vote of members present in a secret ballot at a general meeting. We asked meeting attendees to vote on the change of wording in clause 5.2 of the constitution, of which copies have been circulated at the meeting and on the website and posters prior to this meeting. The vote took place and outside scrutineer Terry Cotton announced the results as - 25 votes 'FOR' and none 'AGAINST'. So the change to the constitution was confirmed.

#### **Election of trustees:**

Stakeholder group nominations were:

|                            |   |                         |
|----------------------------|---|-------------------------|
| Brian Butcher              | – | Phoenix Trust           |
| Louise Chicken             | – | Football Club           |
| Maggie Prettyman           | – | Hickling Parish Council |
| Gemma Scarborough          | – | Hickling Parish Council |
| Chris Watkins              | – | Snooker Club            |
| Kat Elliot                 | – | Hickling School         |
| Harvey Gibbons             | - | Methodist Chapel        |
| Rev'd Deborah Hamiton-Grey | - | St Mary's Church        |

The following stood for open election: Nick Baker, Richard Booton, Clare Madden, Harry Purnell

With a show of hands all the above were accepted onto the board of trustees. All other trustees resigned.

**Policy updates** - The chairman stated that all policies have been reviewed and where necessary updated.

**Closing Remarks by Nick Baker** – It is now getting on for 7 years since the barn opened. And thanks to its members, the hard working team of volunteers, it continues to thrive and provide a great focus for the community of Hickling.

Finally Nick paid tribute to Lorraine Bennett who stood down as a Trustee and Chair of the management team but will stay in touch and volunteer as necessary.

Nick also gave thanks to Brian Sainsbury who also stood down from the management team but will continue with the monthly cinema and other audio projects.

The meeting closed at 8.15 pm.

Signed Nick Baker .....Chairman      Dated .....