

HINTLESHAM AND CHATTINSHAM COMMUNITY COUNCIL

MID-YEAR MEETING/EGM 26th OCTOBER 2019

HELD AT THE COMMUNITY HALL AT 2 .30PM

Present	T. Y. Moore, Chairman Caroline McElroy Richard De Banks Stephanie Coupland Debbie Archer Phil Archer	Cristiana Velloso Langton (part) Michaela Debenham Eileen Damant, Vice Chairman John Mower Linda Foxton Linda Jones, Secretary
Apologies for Absence	John Whyman, Jane Whyman	Helen Rogerson Sonya Hinton

The Chairman opened the meeting, and welcomed those present.

1. Minutes of the Mid-Year Meeting 2018 and matters arising

The Minutes of the 2018 meeting were taken as read. Acceptance of the minutes was proposed by Stephanie Coupland, and seconded by Michaela Debenham and was agreed unanimously.

2. Chairman's Mid Year Report

The Chairman presented his report through a series of slides (appended to the Minutes).

The first slide showed the structure of the charity with the Trustees and the Executive Committee at the heart of the structure, surrounded by the Sub-Committees, the village organisations, the Community Council and the six village representatives.

The Chairman thanked all the volunteers who helped in the running of the organisation, and without whose assistance, it would not operate. There was always the need for extra hands and any additional members would be warmly welcomed. In addition, it was becoming apparent that outside expert support was needed both in general improvements, repairs to the ageing structure of the Hall and regular maintenance. Eg. The survey of the Woodland had revealed that there was remedial work needed that was beyond the skills of the working party, and requiring more time than the group had available. An outside contractor would be recruited.

This renovation work would lead to a financial deficit in the current year, which the Executive were carefully monitoring. The income from hiring, 200 Club and Recycling remained stable but the Bar takings were down. The Events Committee had run fewer functions and this had reduced their profits, and those of the Bar. The Chairman talked through the areas on which the Executive were currently concentrating, through the Sub-Committees, which explained how money had been spent and the logic behind that expenditure; this was to extend the areas in which HCCC could offer services and facilities to the community and improve the current facilities.

Ways of improving communications were being sought and HCCC used its own website and Facebook page in addition the notice boards and The Link. Stephanie Coupland suggested that more information went in The Link and the Chairman said he would review this.

The other area of work was in compliance; regulations in the areas of health and safety had change in recent years and many of the facilities and procedures in the Hall needed to be reviewed.

3. Adoption of the Nomination Procedure into the Constitution

The following procedure had been advertised in the meeting agenda, and the meeting had the status of an EGM, to comply with the Constitution. Whilst the majority of the provisions were already part of the Constitution, the introduction of a written nomination, submitted one week before the AGM, allowed the Executive to ensure that those provisions were met.

5 c) Candidates for the Executive Committee shall be nominated and seconded by members of the Parish. The nomination shall be made in writing and counter-signed by the candidate. A form shall be available from the Secretary of the Committee. The nomination shall be received by the Secretary no less than one week prior to the date of the AGM.

The procedure applies both to new candidates and candidates standing for re-election. "

Proposed: Debbie Archer

Seconded: Eileen Damant

Accepted unanimously

4. Any Other Business

a) John Mower asked about the current situation with the Bar. The Chairman confirmed that the Bar was operating normally; that the new Committee were introducing new events, improving procedures and ensuring that the Bar operated in accordance with its licences and procedures. A new computer till allowed closer monitoring of sales and there was a card payment machine in operation.

b) Phil Archer agreed to liaise with Lauren DeBanks on the purchase of a new screen for use in a film club for both children and adults. A grant was available towards the acoustic panels in the main Hall from Harriet Lloyd Foundation following the setting up of the children's film club.

c) Eileen Damant requested that the football club be asked to respect the two minute silence at the village cenotaph on Remembrance Sunday.

There being no further business, the meeting closed at 3.35pm