

# MINUTES OF THE BRIDGNORTH COMMUNITY HALL

**Annual General Meeting  
held on Friday 22<sup>nd</sup> July 2022 – 11.00am  
at Bridgnorth Community Hall**

Registered Charity No 1050804

## **Present:**

Councillor E Marshall, Councillor C Baines MBE, Councillor N Cooper, Councillor A Buffey, Councillor I Wellings

## **In attendance:**

L Jakeman, Clerk to the Trustees  
Interim Town Clerk - Bridgnorth Town Council

**1) Apologies:** Connie Baines arriving late.

## **2) Minutes**

The minutes of the AGM meeting, held on 23<sup>rd</sup> August 2021, were approved.

## **3) Chairman's Report 2021/2022**

This Financial Year started in April 2021 at the end of the Covid Pandemic Crisis which had caused the Hall to be closed to normal business. Then for some months there were severe constraints on bookings, and limitations on how the Hall could be operated. Fortunately, by the end of the year the general situation was more normal, as reflected by bookings and usage of the Community Hall facilities.

Unfortunately, the overall situation during the year had a detrimental effect on finances, resulting in an operational loss of £11,064. Subsequently, based on a reduced level of services provided during the year, the Management Committee successfully negotiated a reduction of £5,100 in the annual fee charged by Bridgnorth Town Council for the provision of Management Services, which will be incorporated into next year's accounts. As a follow-on, the Committee has also negotiated a reduction in fees for the provision of Management Services in Financial Year 2022/23.

In May 2021, Bridgnorth Town Council, as Sole Trustee, appointed a new Management Committee, consisting of three previous Members, namely Cllr. C. Baines, Mr. E. Marshall and Mr R. Whittle, and three new Members, Cllr. A. Buffey, Cllr. N. Cooper and Cllr. I. Wellings. The Sole Trustee has also granted permission to increase the total number of members of the Management Committee to nine.

On behalf of the Management Committee, I would like to extend our thanks and appreciation to everyone who has been involved in any way in running the Community Hall, and all who have used the facilities.

Finally, we look forward to the Community Hall fulfilling its intended role of providing a pleasant and effective facility for the benefit of the local community.

#### **4) End of Year Accounts**

- i) The Committee noted that the end of year accounts had been agreed via email previously and that they had in turn been subject to an independent examination report by John Henry of JDH Business Services. (Copies of which had previously been circulated to committee members. In addition, hard copies were available at the meeting for inspection)
- ii) The Committee formally and retrospectively agreed the End of Year 31 March 2022 accounts and noted that the CC16A summary of accounts and the Trustees annual report had recently been submitted to the Charities Commission website. (subject to the removal of the sentence "It is pleasing to note a small increase this year" of the final statement on page 3 of the annual report"

#### **b) Election of Officials**

- i) (Note: The Town Council as sole trustee appoints individuals to the management committee and so the current membership is required only to appoint the Chair and Deputy Chair of the Management committee from the current membership).
- ii) The following appointments were approved:
  - iii) Chair – Edward Marshall
  - iv) Deputy Chair – Nicky Cooper

#### **c) Any Other Business**

#### **d) Date of Next AGM**

- i) The date of the next meeting was provisionally agreed to be held on Friday 21<sup>st</sup> July 2023.

#### **5) Meeting Closed at 11.15 am**

Lee Jakeman  
Clerk to the Management Committee  
Bridgnorth Community Hall

Enclosure:

End of Year Summary accounts / Independent Examiner's Report / Charity Commission form 16a