

**MINUTES OF THE UMBERLEIGH VILLAGE HALL
ANNUAL GENERAL MEETING
Wednesday 30th April 2025 at 7pm**

Present:

Paula Alford
Nigel Brown (Treasurer)
Vanessa Buckpitt
Jane Laming (Secretary)
Sue Lewis

Ann Page
Geoff Shallcross
Pat Shallcross
Bernard Wignall
Penny Wignall (Chair)

No	Item	Action
1	Apologies for Absence Colin Allbrook, Eileen Beer, Jan Cooper, Emma Humphrey, Sally Ann Murch, Mary Wilson, Trevor Wilson	
2	Minutes of 2024 AGM Agreed and signed by the Chair & Secretary	
3	Matters arising from those Minutes Fibre Broadband – Bernard advised that surveys were underway by Open Reach with a target completion date of end of November (we assume 2025!). Geoff thanked Bernard for his efforts in pursuing this with Open Reach hopefully with a successful conclusion. Community Speed Watch – Groups are active in Umberleigh & Atherington with signs to be purchased for Umberleigh. Much data has been gathered to prove we have an issue that will be passed to the Head of School for onward action and to our newly elected County Councillor.	PW
4	Chair's Report Penny presented her report: Another successful year with bookings up and many events held both as fundraising and for the community to enjoy. The highlight of the year for me was finally succeeding in winning a grant to install our new audiovisual equipment. We now have two new speakers that despite their small size are	

	<p>capable of filling the hall with sound. We no longer have the problem of those at the back not hearing and those near the speakers being deafened. Anyone can play back music etc. from their phones through Bluetooth. There is a wired microphone for simple events such as bingo and two radio microphones, a hand held one and a clip on one. We also have a fabulous projector and screen, which can be used with a PC for presentations etc. We can play back DVDs, Blu rays or CDs. I have another major thank you here to Suzanne, Stella and John for setting up and organising our Community Cinema, we have already had an eclectic range of films with large audiences. In addition the system can link to the pantomimes audio desk, we can stream live TV and can cast the screens from mobiles or tablets. There is also a new set of stage lights which are all singing and dancing as they can change colour in time with music and can be flipped round as disco lights. Very popular for children's discos. I would like to thank Bernard first for helping me with the grant application, especially getting us within word count. Bernard has liaised throughout with the AV company installing the system, has written simple guides to its use and has come down to demonstrate and set up the system for hirers.</p> <p>More recently we received a small grant and have now installed the acoustic panels. These will help dampen the noise when a group of people are all talking together so that we will all enjoy social events more.</p> <p>I have many people to thank for their help over the year. The whole committee of course for attending all the meetings and helping out so much. In particular I would like to thank Jane who is determined to make sure we are doing everything by the book and has worked tirelessly to make this happen. At a recent meeting of North Devon village halls held in Umberleigh the other halls were very impressed with what we had achieved. I would also like to thank Geoff who has continued to do so much as bookings clerk. Also Gareth and Linda for organising the Garden Show so successfully.</p> <p>We have two committee members leaving, I would like to thank Sally who has been on the committee for a number of years but is staying on the events committee. I would especially like to thank Ann who has been on the committee for more years than I can remember and has been the lynchpin in organising events over the years, knowing exactly how much food to order and buying a lot of it, knowing who to persuade to help, nudging people along and making all events a success.</p> <p>Because the committee, and some regular volunteers do a lot of the work in the hall we felt it would be good to extend this group to spread the load across other users. In March we held a coffee morning, free coffee and cake, signing up a number of new volunteers, we are now calling this group our flexible friends. If anyone else would like to join the team please talk to Jane.</p> <p>Finally thank you to everyone who uses the hall, it is a real hub in our spread out community.</p>	

5	<p>Treasurer's Report</p> <p>Nigel presented the Statement of Accounts for the year ended 31st January 2025, which are attached to these Minutes. 3 grant donations were received during the year and hall rental had increased by 54%. Our reserves will drop to £15,000 after payment of the acoustic panels. Electricity costs have increased significantly. The accounts had been circulated to the committee and it had been agreed to adopt the accounts.</p>	
	<p>Secretary's Report</p> <p>When Nigel submitted our Report & Accounts to the Charity Commission last year, there was a question about us having a variety of policies & procedures in place. At present many of these are optional but some such as Health & Safety are a necessity. These are not only deemed to be good practice but are also given great weight if applying for funding via grant applications and also in the case of any claim, for insurance purposes for example.</p> <p>As a result Suzanne Brown and I have been working on a number of these and most, but not all, are now on our website. They are also available to read in a folder that is located in the kitchen.</p> <p>I've also been keeping in touch with Devon County Council over the LEVI project (which is the Local Electric Vehicle Initiative) with a view to having two charging points at the Hall. This is making slow progress but the idea is that the Council agree a supplier for the electric vehicle charging points and iron out the details. However each individual site, or village hall, signs an agreement with the chosen supplier with the reassurance of Devon County Council support.</p> <p>On an administrative note I'm putting together the 'What's on' Guide in the Chittlehampton Chronicle & High Bickington Ramblings to give us more visibility in the area, with Sam Stobbs promoting events for us on Facebook.</p> <p>The Antique Fairs are on-going and I'm pleased to say made £1,923 last year with £480 being donated to Umberleigh School. So my thanks to all the helpers who put tables & chairs up and down and serve in the kitchen.</p> <p>Thanks also to Steve Parr who has carried out a number of jobs on a voluntary basis including replacing the hinges on the doors to the kitchen hatch, putting up shelves in the kitchen and most recently replacing the rotten fire exit door.</p>	

	Without the help of people like Steve we wouldn't be able to run the events we do, so thank you to everyone for their support.	
7	<p>Events Committee's Report</p> <p>Ann presented her final report as a member of the committee as she is stepping down after 22 years!</p> <p>Ann's report: The bring & share event in July was popular, along with the coffee morning. Ann had the amazing foresight to cancel the Christmas dinner dance as that weekend we had a big storm! However this years is being arranged with caterers in place. Ann has seen a lot of change over the years – how all the equipment was stored in the Post Office and had to be brought across each time it was required and of course she saw the building of the extension. The latest development is the sound system. It is a hall to be proud of and a very friendly place and she is sad to leave the committee. She is staying on as a 'friend of Umberleigh village hall' for which we are very grateful. Ann will be carrying on with her emailing of the villagers so if you have anything you want us all to know – tell Ann!</p> <p>Penny presented a card and flowers to show our appreciation of all her hard work over the years. Sally Ann Murch is taking the lead on the Events team but will no longer be a member of the managing committee. Penny thanked Sally for her support over the years with a card from us all and wished her well in her new role.</p>	
8	<p>Election of the Committee</p> <p>Ballot Process</p> <p>Our constitution states that we have 5 elected members and 5 representatives of local organisations. We can also co-opt 3 further members, making a total of 13 people who can make up our committee and run the Hall. These people are also trustees and their names are lodged with the Charity Commission.</p> <p>The five organisations nominate their representative in advance of this AGM and they are:</p> <p>Parish Council – Paula Alford Really Useless Theatre Company – Colin Allbrook The Christian Fellowship – Eileen Beer Women's Institute – Jan Cooper Umberleigh Academy – tbc</p>	

	<p>We had 6 people standing for the 5 elected member positions. As a result, a ballot was held to select the 5 people.</p> <p>Ballot papers were distributed and those present advised that they could only vote for 5 people to be on the committee. Any ballot papers with 6 votes could not be counted.</p> <p>It was proposed & agreed that the 6th person i.e. the person with the least number of votes, would be co-opted on to the committee, if they were willing to be so. Paula Alford kindly agreed to administer the ballot and all those present in the Hall voted.</p> <p>The result of the ballot - the five elected members are:</p> <p>Nigel Brown Vanessa Buckpitt Jane Laming Geoff Shallcross Penny Wignall</p> <p>Co-opted Member:</p> <p>Sue Lewis</p> <p>Total 11 Trustee Committee members</p> <p>Election of Officers will take place at the first meeting of the new committee on 15th May.</p>	
9	<p>Any Other Business</p> <p>None</p>	
10	<p>Date of Next Meeting</p> <p>7pm, Wednesday 29th April 2026</p>	