



MINUTES OF THE AGM OF WHITCHURCH-ON-THAMES VILLAGE HALL

The Annual General Meeting was held in accordance with the Trust Deed setting out the rules of governance for the hall.

Venue: The Village Hall at 20:00 on Thursday, January 23, 2025

Present:

Keith Brooks (KB)	Chairman
Charles Cotgreave (CC)	Vice-Chairman and Secretary
John Bradon (JB)	Treasurer
Katherine Higley (KH)	PC Representative Trustee
Jean Marc Grosfort (JMG)	Events Manager
Richard Searce (RS)	Hall Manager

Public and Press: Ms Alex Carter (Henley Standard)

1. Apologies for absence were received from: Adrian Dixon
2. Reports and accounts
 - 2.1 Chairman

KB reviewed the progress made during the past year, including improved facilities and increased use of the hall. Monitoring of gas usage and a new contract with British Gas had resulted in efficient usage and well-controlled costs. Good progress has been made with the fire-risk assessment. The car park now has a rubbish bin enclosure, and the Air Ambulance skip has been relocated. The Gigahub installation will provide free access until 2027. Afternoon teas had again proved a social success and a useful source of revenue; KB thanked JMG for organising these. The Quiz and the production of Three Men in a Boat had proved successful, as had the hosting of meetings for the AONB and the Hardwick Estate. A new exercise class is up and running.
 - 2.2 Secretary

CC reported on administrative and compliance matters.
 - 2.3 Treasurer

JB reported on accounts, finance, bookings and the booking system, and new initiatives. 2024 was financially a successful year, with 440 bookings, typically about 10 a week. Most existing groups were doing well, and some, e.g. Baby Boom and the Dance Class, had increased their bookings. The Quiz and Three Men in a Boat had raised £600 (the latter might have been even more successful if scheduled earlier in the year). Charges for bookings had been increased, mostly by 10%. All bookings have been paid for and are up to date. The booking system and the website are both well used. The carbon footprint has increased but this is because of the increase in bookings. 94% is due to gas emissions, 6% to electricity. Structural improvements under consideration include better insulation and maintenance of brickwork at the stage-end of the hall. KH pointed out that if this involved significant expenditure by



the village there would be conflicting demands because of the maintenance needs of the church steeple.

3. Appointment of charity trustees

The following were elected:

John Bradon, Keith Brooks, Charles Cotgreave, Adrian Dixon, Jean Marc Grosford, Katherine Higley.

John Bradon represents the Whitchurch Society; Katherine Higley represents the Parish Council.

4. Election of Chairman and appointment of officers

Mr Jean Marc Grosfort was elected Chairman.

Mr Adrian Dixon was elected Vice-Chairman.

Mr Charles Cotgreave was re-appointed Secretary

Mr John Bradon was re-appointed Treasurer

5. Proposed resolutions

No resolutions had been received.

6. Any other business

JMG outlined a number of ways to improve maintenance and use of the Hall. These included a regular 30-minute meeting every 4-6 weeks to review and clarify the current job list. Hosting further meetings like the one for the AONB would involve better cleaning, both inside and out, and better teamwork. This would require better record keeping of weekly and monthly tasks in a more formal maintenance book such as one available from HMSO. JMG would also like to enhance media coverage and the general image of the Hall, including re-establishing its use for theatrical productions. Hosting such events could entail drawing up a panel of helpers. He would besides like to develop closer relations with Community First Oxfordshire.

7. KB thanked everyone for their participation and closed the meeting at 8:40 pm.

Charles Cotgreave

Secretary