



MINUTES OF THE MEETING OF AGM WHITCHURCH-ON-THAMES VILLAGE HALL
Held virtually on 20:00 Monday, March 22, 2021

Members Present:

Chairman	Keith Brooks (KB)
Vice-Chairman	Charles Cotgreave (CC)
Members	Jean-Marc Grosfort (JMG) Richard Scarce (RS)
Treasurer	Jane M. Yamamoto (JMY) John Bradon (JB) Katherine Higley (KH)

The meeting started at: 20:00

1	Keith Brooks opened the meeting and the AGM.	Action
2	Appointments	
2.1	KB was nominated and voted in as Chairman. CC was nominated and voted in as Vice-Chairman. JMY was nominated and voted in as Treasurer. All present were voted in as part of the Village Hall Management Committee.	
3	Trustees	
3.1	It was noted that the Parish Council remained the custodian trustee of the Village Hall. John Bradon and Katherine Higley were voted in as trustees. KB will update the list of trustees. JB and KH asked what duties and responsibilities they could take on. KH suggested the consideration of investments as per the Governing document the VHMC could make to help ensure a long-term sustainable future for the Village Hall.	KB
4	Minutes from the previous meeting were approved (Attachment 1)	
5	Governing Document	
5.1	The governing document had been updated to take out the societies that were no longer operating. KB will be submitting the updated governing document to the Charity Commission.	KB
6	Update on application of bank account	
6.1	The Co-operative had received all the information required to set up our new bank account. There was some confusion about the updated governing document submitted, but that had now been resolved.	
7	Corporation Tax	
7.1	KB updated that the accounts for the corporation tax for 2019/2020 had been submitted. The VHMC has until December 2021 to submit its accounts for 2020/2021.	

8	AOB	
8.1	JMG updated on the Village Hall maintenance with a budget (Attachment 2, 3)	
8.2	JMG to update next month on the reservation system.	JMG
9.0	Next meeting to be on Monday, April 26, 2021 at 20:00.	