ENFORD PARISH HALL AND READING ROOM

ANNUAL GENERAL MEETING 2023

Draft Minutes

PARISH HALL MANAGEMENT COMMITTEE MEETING
Meeting held on Wednesday 24th May 2023 at 7.30pm
In Enford Church

Present: Chairman, Peter Cliffe-Roberts
Jane Young, David Spencer, Richard Roberts, Mark Hiskett, Bruce Waight, Emma Nutt

Apologies Received:
Theresa Horsey (Newsletter), Steve Todd (Football Club)

No members of the public attended the meeting

1. **Welcome**
   The Chairman Peter Cliffe-Roberts opened the meeting at 7.35pm arid thanked everyone for coming.

2. **Election of Officers and Representatives**
   The Chairman reminded all present that, under the Charity Scheme governing the PHMC, there are four elected members of the committee, as well as the members who have been nominated to represent various village clubs, groups and bodies.

   All four of the Elected members have agreed to stand for another year (2023 — 2024) and they are — Peter Cliffe-Roberts, Richard Roberts, Bruce Waight and Emma Nutt.

   The standing representatives for the committees are:

   The Parochial Church Council – Mark Hiskett
   The Gardening Club - David Spencer can no longer cover this role so the Secretary is to write to the Gardening Club asking for a new representative
   The Football Club - Ollie Stagg stood down from this role and the Secretary has written to thank him on behalf of the PHMC for his assistance over the years. Steve Todd has been nominated by the club.
   The Parish Council - Vick Exley had resigned from the Parish Council, and Jane Young will now represent the PC.
   The Village Hall – David Spencer
   The Newsletter - It is understood from Theresa Horsey that she is happy to continue as representative for the Newsletter.

3. Declarations of Acceptance

All committee members are required to sign a 'Declaration of Acceptance of Office' which remains in force for one year and also acts as the 'Register'. All those present did so and the Secretary will contact those who were unable to attend in order to update the records. (Theresa Horsey and Steve Todd). The Secretary will update the Charity Commission website.

4. Finance

A copy of the accounts for the 2022-2023 financial year had been circulated to all committee members and made available for members of the public. As at the 31st of March 2023 there was a balance of £1,651.75 in the bank account.

5. Verification of the Minutes of the last AGM held on 14th July 2022

The minutes of the last AGM held on the 14th of July 2022 were proposed as accurate by Richard Roberts and seconded by Bruce Waight with all other members in agreement.

6. **Achievements over the last year.**

Peter Cliffe-Roberts read a report covering the achievements to date, summarised as follows:

Our last AGM was on the 14th of July 2022. There have been two further meetings since (on the 21st of November 2022 and the 22nd of February 2023). As I reported at the Annual Parish Meeting in April this year, a lot of time and a lot of work have gone by since we held a public meeting in the Village Hall in September 2018 to discuss the future of the site of the Parish Hall. You will recall that the Hall had been closed to the public earlier that year and subsequently an independent survey confirmed that the structure was condemned and would have to be demolished. The Public Meeting was well attended and considered a number of options for the future of the site. The two clear preferences of the villagers were to use the site as a Public Garden and also that some parking be created to ease congestion on this, the narrowest part of Longstreet.

Following that Public Meeting, the Parish Hall Management Committee decided that both of the villagers stated preferences could be accommodated on the site and we started what proved to be a long and arduous process of obtaining Planning and Highways consents.

As reported at our 2022 AGM, the quotation of a local contractor (CDS Groundworks) had been accepted and the construction and surfacing of the car parking area was completed in September 2022. In the meantime, expressions of interest in taking a license were sought for the three parking spaces from the owners of the properties within the affected part of Longstreet, which is between The Swan and Baden's Farm. Three expressions of interest were received but by the time the parking area was ready for use, one of the properties had changed hands and the new owners were not interested in taking the space. Fortunately, one of the two remaining interested parties was keen to take up the third space as well. As part of that negotiation, I was able to persuade them to pay for 2 years of license fees in advance, thus producing a healthy income which has enabled us to proceed with the garden works without either further

delay or seeking a further loan from the Parish Council. The death of Queen Elizabeth in September 2022 of course meant that a coronation was imminent and it was considered very important that the garden, to be named the Coronation Garden, was completed in time for the coronation of King Charles III.

We were therefore able to proceed apace with the development of the Coronation Garden and by the time Coronation Day arrived, the garden had been fully turfed, planted with a coronation tree, had an information board erected and included a splendid bench, the cost of which was greatly reduced by a generous contribution from the pandemic Mask Makers. I have already thanked Sharon Mitchell and Shona Stewart of the Mask Makers for their generosity and would like to record my thanks again this evening.

So, five years after the public meeting, the public garden and the parking spaces will have been completed. The car park is producing an income which has enabled the creation of the public garden and will contribute to the future maintenance of both the parking area and the public garden. The village now has a public area at its centre with a bench to rest weary legs and information boards for visitors to learn more about the village and its surroundings and the history of this important site.

7. Goals for achievement in the coming year.

1. The remaining tasks are the surfacing of the disabled access path (hoggin) into the garden and the addition of a further information board which will give a brief history of the Parish Hall and its use over the last century or so that it has stood on the site.
2. Invite a contribution from the villagers for suitable shrubs/border plants for the garden. [David Spencer will look into this.]
3. The beneficial owner of the site is of course Enford Parish Council. In 1998 as separate charity was set up (the "Enford Parish Hall and reading Room") to manage the Hall on behalf of the Parish Council. Clearly, now that the Hall is no longer present, the aims of the Charity are no longer valid. We have kept the Charity Commission fully informed of the demolition of the Hall and the changes in the use of the site. Now that the development is almost complete, our intention is that the charity will be closed as its original purpose is no longer relevant. The future management of the site will then revert to its owners - the Parish Council. Any balance of funds in the Parish Hall bank account at that time, will be transferred to the Parish Council as part of repayment of a loan. Mark Hiskett asked if this meant the end of the existence of the PHMC and Peter Cliffe- Roberts replied that it would.

8. Any Other Business

There being no other business, the meeting was closed at 7.47p.m.

Elizabeth Harrison
Secretary & Treasurer
Parish Hall Management Committee
24th May 2023