

# Wickhambrook Memorial Social Centre

## 2008 AGM Minutes

Meeting held at the MSC Pavilion lounge on Monday 10<sup>th</sup> November 2008. A copy of the agenda is attached to the file copy. The meeting opened at 7.40 after the Tribute to the Fallen in the Main Hall and refreshments.

### Persons present

Linda Newell, Roz Clarry, Margaret Colvill, Patrick Colvill, Jackie Medley, Dorothy Anderson, Esme Jolland, Jim Field, Alan Lightley, Stan Bates, Michael Medcalf, Julia Walker, David Turner, Jim Fieldsend, Elaine Taylor, Pat Cash, Snowy Addison, Steve Taylor. The register of attendees is attached to the file copy of the Minutes.

1. Apologies for absence. Apologies were received from Deidre Smith, Jo Mitchell, Jackie Chester
2. Tribute to the Fallen. Some of the above named gathered near the memorial plaque in the Main Hall. The names of the Fallen in both World Wars were read aloud. "*We shall remember them*". There followed a solemn Silence of Remembrance. As has been customary for many years, the brief ceremony was conducted by Mr David Turner, a former Chairman of the MSC.
3. Minutes of the AGM held on 6<sup>th</sup> November 2006 The Minutes of the 2007 AGM, having been distributed during November 2007 were taken as read.
4. Matters Arising. None.
5. Chairman's Report. A copy of the Chairman's report is attached to the file copy of these Minutes.
6. Treasurer's Report A copy of the report is attached to the file copy of these minutes. The accounts were formally accepted by the Trustees.
7. Booking Manager's report A copy of the report was distributed before the meeting and is attached to the file copy of these Minutes. Thanks were recorded for the work done by the Supporters Association distributors and collectors. There was a detailed explanation of a problem relating to hirings by one weekday evening hirer. It was agreed that all clubs shall in future provide the Booking Manager with a periodic statement, preferably monthly but at intervals convenient to the clubs, of their actual occupation dates and times for all the facilities used. In view of the problem identified above, this statement is to include the use of the Club Room when used as an adjunct to an activity in the Main Hall. It was also discussed and generally agreed that clubs would be provided with a standard form to list their best estimates of their forthcoming bookings. Dates then not taken up would be cancellations. The suggestion that clubs should pay for every evening set aside for their activity, whether or not they took all available dates, was rejected as contrary to the working 'give and take' procedure which currently works well.
8. Wickhambrook Country Fayre No formal report was available.
  - a) The Chairman explained that the format of the event would be similar to the successful format of 2008.
  - b) It was agreed to record an apology to the Parish Council for the damage done to the 6 Acres area by the departing funfair. Steps would be taken to avoid or minimise the problem next year.
  - c) The Week-of-Events will run during the week Sunday 12<sup>th</sup> July to Saturday 18<sup>th</sup> July after the Flower Show and the Country Fayre on Saturday 11<sup>th</sup> July 2009. This will add an extra day, the Friday, for events by village organisations. Monday is still available for any organisation to take up, free of charge and with the usual free publicity, to put on an event for the entertainment of the whole community. Provisional plans so far include a Body Rock show on Sunday 12<sup>th</sup>, a Race Night on Tuesday 14<sup>th</sup>, Bingo on Wednesday 15<sup>th</sup>, a Quiz on Thursday 16<sup>th</sup>, a Murder Mystery evening on Friday 17<sup>th</sup>, a Summer Social Evening on Saturday 18<sup>th</sup> July.
9. Other Items.
  - a) Invoicing and bookings will be an agenda item for the next Trustee meeting for review. Steve will meet with Jim Field.
  - b) The Borough will only fund a bus shelter if it is situated at a site of their choice, and that would be close to the MSC. It was agreed that no bus shelter would be approved directly outside the MSC entrance as this would detract from the appearance of the front elevation. This will be an agenda item for the next Trustee meeting.
  - c) It was suggested that the MSC could offer split fees with different hire rates for the daytime and the evening. This will be an agenda item for the next management meeting.
  - d) Rubbish clearing from the building by weekend hirers was discussed. There was no general agreement about this and it will be an agenda item for the next Trustee meeting.
  - e) The proposal that the dog training group 'MisFits' be invited to have a Trustee Representative was not agreed.
  - f) It was agreed that the Parish Church should be approached to nominate a Trustee Representative to replace Jackie Chester who may not be resident in Wickhambrook in future.

- 10. Key Register. Most, but not all, clubs submitted an updated return for their key-holding.
- 11. Election of Trustees All nominated Trustees were elected by unanimous agreement. The lists written at the meeting are attached to the file copy of the Minutes.
- 12 & 13 Election of Officers and management committee  
The management committee was re-elected 'as is'; proposed by Jim Field and seconded by Alan Lightley. It was proposed that the posts of secretary and vice-chair should continue to be advertised in the Scene. And additionally in the What's-On and the Wickhambrook wed site.  
The Trustees had completed a list of nominations, and many clubs had submitted nomination forms and key returns. Nomination forms are to be sent to Roz Clarry for the Youth Club, Jim Fieldsend for the Players, Dorothy Anderson for the WI. Roz Clarry will photocopy her form for the WCFR.
- 14. Dates of next meetings.  
Management meeting: Monday 2<sup>nd</sup> February 2009. Trustee meeting: Monday 2<sup>nd</sup> March 2009

A vote of thanks to the Trustees and management committee was proposed by David Turner, seconded by Elaine and passed unanimously.

The meeting closed at 10pm.

End of Minutes.

Signed .....

Date .....