

## **THORNTON RUST INSTITUTE MANAGEMENT COMMITTEE**

### **DRAFT MINUTES OF AGM ON MONDAY 9th MARCH 2020 at 7.30p.m.**

1. **Present :** Sue Duffield, Steve Duffield, Marjorie Spence, Martyn. Donno, Carole Donno, Carole Hudson, Karen Raven, Paul Raven. (Committee); Lynn Fitzgibbon, Janet Thomson. (Residents).
2. **Absent :** None.
3. **Minutes of AGM** 11th March 2019.Taken as read. Proposed: M.Donno. Seconded: P.Raven.
4. **Matters arising: Building Maintenance :** The Chair reported that the outstanding tasks for last year comprising paving repointing , new notice board and repairs to the rear chimney have all been completed, plus boiler renewal with grant aid.
5. **Lettings :** M. Donno reported that the income for the financial year totalled £1338.00 over 106 sessions with an average of £12.62 per session. Usage generating separate income amounted to 46 sessions and includes whist, coffee, games etc. There were a total of 152 sessions giving a combined 41% occupancy compared to last years figure of 161/44%.
6. **Chairman's report:** **Sue Duffield (Chair) stated:** "My first year as Chairperson has been marked by considerable improvements to the Institute. Through the aid of grant money we have been able to replace our old central heating boiler, buy new upholstered chairs, and carry out essential repairs to the rear chimney and rear paving. More recently we have upgraded electrical points in the hall making it more user friendly and two new more powerful hand-dryers have been put in the toilets. Unfortunately this has meant a small decline in overall funds but we have only returned to the same level as we were at the start of the previous financial year which is still a healthy position with a building fully fit for purpose. It is a pity that we still await the legacy from the late Mr W Embley (although we have received £1250.00 on account) as there are other projects awaiting such as internal redecoration. I am pleased to welcome new members of the Committee namely Paul and Karen Raven and shortly Lynn Fitzgibbon who has agreed to join us. I remain hopeful that the Institute will remain strong and stable in the future and continue to be used and appreciated by our community. However we are seeing a lot of change in the make-up of the village and some reluctance of new villagers to join in with our events. I would like to thank the Committee for the help and support over the last year and the ever loyal members of the community who use the Institute."
7. **Treasurer's report** (financial statement circulated) **S. Duffield (Treasurer) stated:**  
"The financial position at the end of the financial year (29.02.2020) showed an accumulated fund of £8326.89 of which £5504.08 is in the current account. The deposit account of £2640.13 remains similar to last year representing a fund against unexpected large costs. The total funds reflect an annual deficit of £1053.80 over the year which approximates to our contribution to the new boiler. Events income has been generally down reflecting poor attendance and it is difficult to see how this will improve because of the changing nature of the village. There is no further news about the legacy from the late Mr W. Embley which will help our long term financial position."
8. **Election of committee members:** There was one resignation this year under the three year rule namely Carole Hudson who agreed to stand again but not as Secretary. Her re-election was proposed by M.Donno and seconded by M.Spence and confirmed. One new member put forward her name to join the Committee namely Lynn Fitzgibbon and she was proposed by Sue Duffield and seconded by Karen Raven and then duly elected.
9. **Election of officers :** Sue Duffield said she would be prepared to remain as Chair and was proposed by M. Spence and seconded by Paul Raven. There were no other candidates and she was then elected. The post of Secretary was therefore vacant and Karen Raven who was prepared to stand, was proposed by Sue Duffield and seconded by Paul Raven and then elected.  
Steve Duffield was prepared to continue as Treasurer , proposed by M.Donno and seconded by J. Thomson. M.Donno was prepared to continue as bookings secretary.

10. **Any other business:** Martyn Donno reported that Jackie Cook had expressed thanks for the use of toilets by the Mission when needed. She also requested attention to the notice board on the west wall as it is difficult to use and needs a new inlay. This can be looked at when weather permits as the cost should be relatively small. M. Donno also mentioned a planned charity coffee morning on Saturday 19<sup>th</sup> September in aid of Macmillans UK charity. The committee agreed to have this charity event annually nominating a different charity each year. Sue Duffield proposed that from next year the March meeting and the AGM should be combined and this was agreed to avoid unnecessary duplication. Lynn Fitzgibbon suggested that it may be possible to start an Art/Crafts group using the Institute on weekdays and she will pursue this.

11. **Date for next AGM:** Monday 8<sup>th</sup> March 2021. The next ordinary meeting is Monday 8<sup>th</sup> June 2020. The meeting closed at 8.25 p.m.

**I agree that this is a true account of the above meeting:**

**Signed..... Sue Duffield (Chair)**