

**LOWER SWELL VILLAGE HALL COMMITTEE**  
**MINUTES OF THE ANNUAL GENERAL MEETING**  
**HELD ON**  
**MONDAY 26<sup>TH</sup> MARCH 2018 AT 19.35 IN THE VILLAGE HALL**  
**FOR THE ACCOUNTING PERIOD**  
**1 JANUARY 2017 TO 31<sup>ST</sup> DECEMBER 2017**

**Item 1: Present:** Diane Cresswell (Chairman), Lisa Sparks, Donna Graham, Jane Grey, Elizabeth Sajewicz

**Item 2: Apologies:** Alison Giovannetti

**Item 3: Minutes of the last AGM held on 15 May 2017:** The minutes were agreed as a true record of what took place.

**Item 4: Chairman's Report:** This is attached, but the Chairman re-emphasised that in the event of a treasurer & secretary not being appointed subsequent to the resignation of the current treasurer in September, the Committee would be wound up with the loss of its charitable status & possibly the loss of the Village Hall itself. She thanked the current Committee Members for their hard work during 2017.

**Item 5: Treasurer's Report:** The Treasurer couldn't be present but she had submitted a comprehensive written report which is attached. The Chairman thanked the Treasurer in her absence for the very professional & efficient manner in which she maintained the Committee's finances.

**Item 6: Booking Clerk's Report:** The Booking Clerk's Report is attached which gives a summary of those that had hired the Hall & monies realised. The Chairman thanked the Booking Clerk for her hard work & for ensuring that the Hall's letting opportunities were fully realised.

**Item 7: 100 Club Report:** Lisa Sparks provided a full written Report on the process of initiating the Club, the membership details & the registration documentation. The Chairman thanked her for all her efforts in setting up & running the 100 Club & acknowledged that she had sold most of the memberships herself.

**Item 8: Appointment of Committee Officers:**

- **Chairman:** Lisa Sparks took the Chair & asked if there were any nominations for Chairman. There were not, so Jane Grey nominated Diane Cresswell to continue & this was seconded by Lisa Sparks,
- **Treasurer:** Diane Cresswell returned to the Chair & asked if there were any nominations for Treasurer. There were not, so Diane Cresswell nominated Alison Giovannetti to continue & this was seconded by Donna Graham.