

BOLTON LE SANDS Village Hall / Community Centre

Registered Charity 700264

MINUTES Annual General Meeting

Tuesday 19th May 2026 at 7.30pm

Management Committee:

Dorothy Carruthers (Chair)
Peter Bayliss (Treasurer)
Sharman Robinson (Booking Secretary)
Ian Birnie (Secretary)
Parish Council Rep Cllr A.Pinder

In Attendance

R.Marsden (Seq Dan) L.Bailey (MU),
B.Kershaw (Res),B.Garland (Hor) S.Belbin(Res)
K.Evans
Apologies: J.Bond ,J.Smith (Res)
L Belcher,M.Ashton,J.Slater,S.Slater

1. **Meeting opened** at 7.30pm and Chair, Dorothy Carruthers, welcomed everyone.
2. **Apologies** had been received as above.
3. Declarations of Interest –None
4. **Minutes of the AGM** held on the 20th May 2025 had been circulated and accepted as a true and correct record.
5. **Matters arising** –would be dealt with during the course of the AGM. Reminder that the existing Management Committee would retire at the 2027 AGM (except Booking Sec.) Meeting Room 1 and Kitchen floor tiles replaced. Centre deep cleaned afterwards. The flat roof refurbishment was on-going and grants received totalling £10,000. Our insurers will require an inspection report (every 5 years). The PC had installed a CCTV cabinet and mains metering. The double-glazed units in the hall had been replaced.
6. **Chair's Report** D. Carruthers (Chair) gave a brief report on the centre. The chair reminded users they must sweep the floor and empty the bins as they finished their session. It was unfair to leave "tidying up" to the next hire. It was hoped to sort out works to the roof at the earliest opportunity. The next major work was to block up the lower UPVC cladding in the Meeting Room 2. The PC were hoping to use Meeting Room2 on an occasional basis as an office. Alterations to storage would be paid for by PC. The chair concluded with special thanks to, Treasurer, Booking Secretary, Caretaker, Cleaner and Secretary for their help in the last 12 months. Best wishes to M. Ashton for a speedy recovery. S.Belbin thanked for his help with coffee morning set up.
7. **Finance Report** P.Bayliss gave a concise, thorough explanation of the year's accounts. The hire charges of £22,395 is £1,270 more than the previous year, an increase of 6%. Bookings totalled 410 for the year, a decrease of 13%. An average of 34 per month, ranging from 49 in June to 20 in August. The planned replacement of the floor tiles was completed in August. The solar panel installation was upgraded with a grant provided by the Rural England Prosperity Fund. The overall picture was returning to pre-Covid conditions. Grant money was ring fenced for roof repairs. The accounts were proposed by I.Birnie and seconded by S.Robinson as true and correct. All in favour.
8. **Booking Secretary Report** S Robinson reported that all "One Off" hires were all paying in advance. We were taking booking through to 2027 and most regulars had given advance notice of their hire dates. The Parish Council were intending to become "regulars" from July 2026, holding their monthly meetings on a Tuesday in the centre.
9. **Appointment of Trustees.** An up-to-date list of all trustees was available on the Charity Commission website and trustee declarations and GDPR forms had been completed. It was agreed not to missue new forms this year. Secretary would update Charity Commission with new trustee details (school head etc). Chair thanked those present for acting as Trustees. It was hoped more would find time to attend in the future!
10. **Election of Officers** – Chair, Treasurer, Booking Secretary and Secretary were elected en-bloc. Proposed by R.Marsden seconded S.Belbin. All in Favour.
11. **Appointment of Auditor** T.Seton had agreed to continue in this role. Proposed by Secretary and seconded by Treasurer, all in favour. Chair thanked her for undertaking this important task.
12. **AOB Secretary;** It would be necessary to look at the centre insurance in 2027 as the existing long term agreement came to an end. There being no other matters for the Annual General Meeting the Chair thanked all and closed the meeting at 7.58pm

Signed.....D Carruthers (Chair)

SignedT.I.Birnie (Sec)

Meeting dates for your diary; 15th September 2026, 26th January 2027, 18th May 2027(AGM), 21st September 2027

