

**NEWPORT VILLAGE HALL TRUSTEE MANAGEMENT COMMITTEE
ANNUAL GENERAL MEETING HELD ON
6th JULY 2023 AT 7.30 P.M. IN
THE MAIN HALL, NEWPORT VILLAGE HALL**

Present:

Patron	John Gordon, MBE	
Acting Chairman	Howard Bowman, Newport Parish Council	
Acting Secretary	Pat Pleasance	
Bookkeeper	Elaine Edwards	
Maintenance Manager	Rob Willis	
Parish Council Rep	Janet Arscott	
Pilates	Tricia Ackron	
Rainbows	Colette Williams	
Brownies	Debbs Helliard	
SWSO	Robert Furber	
NATS	Will Murray	
Newport Essex Playgroup	Christine Mayle	
Boccia	Jo Arundall	
	Sue Parish	Resident
	Rob Myall	Resident
	S Fleetwood	Resident
	L Fleetwood	Resident
	Peter Arscott	Resident
	Sandra Amos	Resident
	Don Alexander	Resident
	Karen Turner	Resident
	Jean Humpreys	Resident
	Nicola Sorrell	Resident
	Julie Utton	Resident
	Lydea Ward	Resident
	Diane Dedman	Resident
	Cecilia Gordon	Resident
	Jacqui Coverdale	Resident
	Deb Baker	Resident
	David Mayle	Resident
	Debbie Miles	Resident
	Lyn Gilbert	Resident
	Carol Knights	Resident
	Jack Cooper	Resident
	Dee Harbridge	Resident
	Moira Greenwood	Resident
	Phil Grimwood	Resident
	Moira Palmer	Resident
	Sandra Crow	Resident
	Steve Crow	Resident
	Elizabeth McGovern	Resident
	Mark Patmore	Resident

1. Election of Chairman of the Meeting

Following the resignation of the Hall's Trustees and Business Manager, Mr Howard Bowman, Newport Parish Council Chairman offered to chair the meeting. This was proposed by Sandra Amos, seconded by Rob Myall and there being no other candidates this was accepted.

2. Apologies

There were no apologies

3. Minutes of the Annual General Meeting held on the 11th May 2022

The minutes of the previous meeting had been circulated previously and the Chairman asked the Meeting to accept the Minutes as a true and fair record. This was proposed by Christine Mayle and seconded by Sean Fleetwood and the Minutes were approved.

4. Matters Arising from Minutes of the Meeting held on the 11th May 2022

There were no matters arising.

5. Chairman's Comments

The Chairman explained that Newport Parish Council acted as a Custodian Trustee to the Village Hall but had no responsibility for the day-to-day management. However, following the resignation of the Hall's Trustees and Business Manager and many concerns expressed to the Parish Council by residents it was felt appropriate for the Parish Council to intervene in an attempt to appoint new management so that the Hall could continue to provide a valuable village amenity.

6. Annual Report 2022/2023

The annual report for 2022/2023 had been circulated prior to the meeting and was available on the Village Hall website. Approval of the report was proposed by Sean Fleetwood, seconded by Janet Arscott.

7. Premises Report

The Premises report was deferred to the next meeting of the Trustee Management Committee.

8. Nomination of Officers

All Elected Trustees are required to resign at the Annual General Meeting and stand for re-election. The Hall's governing document allows for 6 – 8 Trustees. The following have offered themselves for election:

Karen Turner– seconded Nicky Sorrell

Karen has lived for 18 months in Newport having previously lived in Little Hallingbury. She is a JP and Bookkeeper and would like to become more involved in village life

Julie Utton – seconded Karen Turner

Julie has lived for 11 years in the village and her children have attended the local schools. She attends many clubs at the Village Hall.

Sean Fleetwood – seconded Janet Arscott

Sean has lived for 35 years in the village and has children and grandchildren locally. He has worked in International trade, including dealing with HM customs, He would like to see the village hall be a community based facility to serve villagers.

Christine Mayle – seconded Lyn Gilbert

Christine has lived for 40 years in the village and has a background in education. She has previously served as a Trustee but resigned last year shortly after the AGM. She attends 2 clubs at the village hall and is part of the management team for Newport Essex Playgroup.

Nicky Sorrell – seconded Peter Arscott

Nicky has worked in the village for 13 years and her husband runs the village cricket team. She would like to help run the village hall so it is the best it can be.

Peter Arscott – seconded Tricia Akron

Peter has lived in Newport for 35 years and previously served as Project Manager at the village hall over a period of 15 years.

Mark Patmore – seconded Sue Parish

Mark lived for 25 years in Newport but now lives in Saffron Walden and works as a Finance Director

Moira Grimwood – seconded Sean Fleetwood

Moira was born in Newport and the village hall was built on her Grandad's vegetable plot! She would like to keep the hall running as a valuable village asset.

Mark Patmore is willing to stand as Chairman, seconded Christine Mayle and was elected unopposed.

The appointment of the Officers for the year will take place at the first Trustee Management Committee Meeting following the AGM.

9. Appointment of Independent Examiner

Peter Hill has indicated he does not wish to stand for re-election and the appointment of a new Independent Examiner will be the responsibility of the new Trustee Management Committee.

10. Any Other Business

The first meeting of the new Trustees will be arranged for the w/c 10th July.

Jack Cooper requested confirmation of a private booking for an event in September. Elaine Edwards confirmed that this was in place.

The Boccia group is awaiting a response to an email recently sent. Elaine Edwards has access to this email account and will respond.

Christine Mayle expressed her thanks to Elaine Edwards for picking up some of the administrative work in the absence of the Trustees and Business Manager.

Howard Bowman offered some advice to the new Trustees in that the hall should be financially viable, provide an asset to the village and listen to its users.

11. Date of Next Annual General Meeting

The next Annual General Meeting is to be arranged. The meetings are usually held in May.

There being no further business, the Meeting closed at 8.30 p.m.