

FRIENDS OF HORSPATH

ANNUAL GENERAL MEETING

**Minutes of a meeting held on Wednesday 26th September 2018
at 7.00 pm in the Horspath Hub**

PRESENT:	Trustees:	Mrs Sheila Frankum (Chairman)	Mrs Judy Kent (Minutes)
		Mr Peter Ewart	Mrs Rebecca Brown
		Mrs Sally Humphrey	Mr Lawrence Brown
		Mrs Anna Radcliffe	
	Accountant:	Mr Kelvin Barnes	
	Villagers:	Mr Terry Turner	Mrs Sheila Dandridge
		Mrs Leonora Richardson	Mrs Lucinda Shephard
		Mr Christopher Drew	Mrs Carol Yeates
		Mrs Margaret Drew	Mr Maurice Stone
		Mrs Jacqueline Wright	Mrs Janice Marshall
		Mr Frank Byrne	Mr Donald Gray
		Mrs Mary Byrne	Mrs Gillian Gray
APOLOGIES:		Mr Raymond Jackson	Mrs Annette Miller
		Mrs Christine Donnelly	

1.0 WELCOME

Sheila Frankum thanked everybody for coming out tonight. She was grateful for their support and said they would enjoy the CD and Gareth Malone's Report.

2.0 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 22nd NOVEMBER 2017

Sheila had sent an e-mail to the Friends of Horspath attaching the above minutes. The Trustees would be having a meeting about the new General Data Protection Rules to make sure explicit consent was given for receiving e-mails.

The minutes of the Annual General Meeting held on 22nd November 2017 were agreed as a correct record and signed by Sheila, the Chairman.

3.0 MATTERS ARISING FROM THE PREVIOUS ANNUAL GENERAL MEETING

There were no matters arising.

4.0 CHAIRMAN'S REPORT (May 2017 – May 2018)

The classes, events, celebrations, meetings, markets and talks have continued throughout the year along with the weekly Post Office and Coffee Mornings. The Hub was continually busy throughout the week.

The Line Dancing class and Table Tennis group were both very popular, drawing in very different ages and abilities.

Due to the extensive maintenance work completed on the building during the last two years, an award from the Oxford Preservation Trust was applied for and in November we were presented with a much-coveted certificate. To complete the work for the award, we had the wooden floor sanded and re-varnished, the front stones naming original sponsors of the building re-worked and a detailed footpath map to be used by residents of the village installed on our boundary. And now we have the sign up that can be seen from the Village Hall car park so that the back entrance can be used easily.

We also managed to be in the media with Farming Today recording a programme all about our Community Hub that was broadcast during their Rural Community Halls week in March. This was followed by a visit from Cactus Studio, who spent a day filming our activities as a pilot to show the BBC for a series of programmes about the importance of Community Centres throughout the country. This was headed by Gareth Malone. Although we had a very exciting and interesting day, the film was not successful with the BBC. We will be showing the pilot later.

We now had a very active Historical Horspath Group. Although they have been very busy outside, they do belong with us in the Hub and had held one meeting here and were hoping for more.

We were approached by Age UK in the Spring to use our facility to start a film afternoon once a month, which had been accepted very favourably. This would prove to be a very important addition to the activities, especially as we were without a bus service. We had held one photography session for using DSLR cameras. If anyone from that group, or others, would like to continue, please have a word.

There had been an inaugural meeting of a new Wine Club headed by Nigel Montgomery but there had also been a big connection with our local vineyard at Sunnyhill on Cuddesdon Road.

We continued to be available for events that were connected with St Giles' Church.

We hope that we provided a very diverse community Hub for all the residents of the village.

You can hear in more detail about the events from Sally, Anna and Judy.

For the future, we had interest from the primary school to teach cooking, as they lacked that facility at the school, and from the church to have an activity group to help those suffering from dementia. To start this off, we had already had an afternoon with experts in their field giving a talk on "Understanding Dementia".

In case I forget, the Hub is always in need of a good clean. Throughout the year there was a band of volunteers who came with marigolds and scrubbing brushes. A special thanks to Don and Gill Gray, Margaret and Chris Drew and Daphne and Brian Tilling, who were excellent Cinderellas. We will have a session this Saturday from 10.00 am onwards, so if anyone can give an hour or two, we would be grateful. At this point though, I would like to say a big thank you to Donald and Gill Gray who cleaned every week to make sure that the classes enjoyed a clean, safe environment in which to work.

5.0 FINANCIAL REPORT **(Appendix I)**

Kelvin Barnes presented a short version of the Accounts. The longer version ran to 15 pages.

5.1 Statement of Financial Activities

There was £21,022 income from donations and legacies and £9,570 from charitable activities, which totalled £30,592.

Expenditure on charitable activities was £8,449, giving a surplus of £22,143.

Net funds carried forward were £186,198.

5.2 Balance Sheet at 31st May 2018

There were net assets of £186,198. There was limited cash in the bank and the charity had an obligation to re-pay loans. The charity was seeking further funds to be able to pay off all loans.

5.3 Incoming Resources

The grant of £10,000 was an accounting adjustment for the SODC grant of £100,000. £10,000 had to be recorded as income each year for ten years. SODC had first charge on the building. For example, if the building was sold after eight years, SODC had a right to re-claim £20,000.

Hire of the hall had incurred an income of £9,751. Probably there was not much scope for that to be increased. Donations and fund-raising were down this year.

5.4 Expenses

Expenses should remain fairly standard each year. The variables were property maintenance, professional fees (Accountant, Solicitor), and telephone (internet charge). This was the first full year where broadband had been charged.

The Hub made a surplus every year, but there were obligations to pay off loans. The Trustees had approached another charity in the community to see if they would be willing to loan/donate/grant funds to pay off the residents' loans. That money had not been realised yet but was a work in progress. You could be hopeful without being guaranteed.

Sheila explained that the £186,198 was held in the building and was not in the bank. Kelvin said the loan repayments were becoming more pressing every year.

Sheila said it was nice to get things done, but we needed to pay off the loans. The money from SODC was £100,000 at the time. As time went on, if we did fold, SODC would have first charge on assets. Kelvin said there was a further five years to go on that.

Sheila reported that we had paid off £20,000 in loans and we were paying £2,500 a year to pay off for another loan.

5.5 Sheila asked if there were any questions. Frank Byrne asked from whom we got the broadband. Anna Radcliffe replied that we had got faster broadband because we urgently

needed it for the computer classes. We had used Utility Warehouse and there was a connection fee. Kelvin pointed out that if the Hub was hired out with that expectation, a good quality broadband was needed.

Gill Gray asked what the Subscriptions were. Sheila explained that we subscribed to a community organisation who helped communities around Oxfordshire. Margaret Hall was from that organisation. They were very supportive when we first started up. All community halls in Oxfordshire belonged.

Sheila thanked Kelvin and his wife, Miranda who was unable to come, for their hard work in doing the accounts and for having them ready for September, rather than November.

6.0 CLASSES, CLUBS AND EVENTS

6.1 Classes

Sally Humphrey reported that the Hub continued to be a “hub” of activity. There were now three **Pilates** and three **Yoga** classes each week. With **Line Dancing** and **Table Tennis** attracting devoted followings, people of Horspath had many opportunities to keep fit and active. More and more we realised the health benefits to keeping active mentally and physically. For Pilates, people could choose between 10.15 am, 8.15 am and 7.00pm. For Yoga, people could choose between 10.00 am, 11.10 am and 6.00 pm. Newcomers were welcome, and the teachers were all happy to integrate new members into their classes. Students came from Headington, Cowley, Wheatley and surrounding villages as well as from Horspath.

As for stretching one’s mind, the **Creative Writing Group** met monthly and **Computer Confidence** helped us to keep up-to-date with the ever-changing world of technology. Chris and Rosemary Goss liked to help people with any of their technical queries, including using smart phones, booking hotels and holidays on-line, etc. Please let Rosemary, Chris, Sheila or me know if you were interested in joining them. The **Horspath Art Group** had a new star. Before leaving this evening, take a look at the paintings and drawings that Steve had done and, in particular, Clive Hookham’s wonderful sunset, which was hanging in the Entrance Hall under Nancy’s Quilt.

6.2 Clubs

There were several clubs now meeting regularly at the Hub.

Senior Residents met on the first Wednesday of the month from 2.00 pm – 4.00 pm.

The **Garden Club** met on the second Wednesday of the month from 7.30 pm – 9.30 pm.

A new **Film Club**, sponsored by Age UK, met on the second Wednesday of the month from 2.00 pm – 4.00 pm.

A new **Wine Club** met on the third Wednesday of the month from 7.30 pm – 9.30 pm.

Wednesday was certainly a popular day of the week. If you or a group of friends were interested in starting a club, why not talk with us. But hurry because there were very few spaces for on-going bookings.

6.3 Events

The Hub continued to be a very popular venue for children's birthday parties, weddings, wakes, staff meetings, bridge matches, AGM's, school reunions, etc. Stephanie McGee had started having her hypnobirthing classes here. She said the more people who came, the more fun it was because the couples warmed to each other, and everyone relaxed.

The wedding of the year took place when our own Trustees, Rebecca and Lawrence's daughter, Cath, was married in the church and had the reception in the Hub. It was a very joyful occasion.

One of the biggest events of the year was when Cactus Studio, a film company, brought Gareth Malone here to star in their small film about Village Halls. They presented their film to the BBC hoping to win a bid to make a series of films about Village Halls in England. Unfortunately, they didn't win the contract, but they gave everyone who was part of the filming a very enjoyable day with them. They gave us a copy of the sample film and we would be able to see it at the end of this meeting.

6.4 Reviews of the Hub

These were some of the comments made by people who had used the Hub.

"Just a quick thank you for the use of the Hub. The venue was brilliant. Really homely and well-equipped and the party was a great success!"

"The hall is a lovely space to use. It was lovely and warm and clean, airy with great light. The chairs are fantastic, very comfortable for those sitting on them all day. The kitchen is very well stocked with mugs!"

"We LOVED the Hub and will use it for future meetings. In fact, the Chairperson phoned me today to say how much she liked the venue. Cosy, warm, clean, cheerful and the separate room next to the kitchen to serve drinks a bonus."

"The Hub seems to be really buzzing with life. Really confirmation of its' fulfilling a need in the village. There's such a nice sense of community about it."

7.0 POSSIBLE FUTURE EVENTS

Some events in the pipeline:

The Nursery would be having Fund Raising events here. The school was thinking of bringing children to the Hub kitchen for cookery lessons.

Shotover Wildlife was launching their new book on Shotover here in November – our very own celebrities, Jacqueline and Ivan Wright.

Age UK was thinking of having an Information Fair here.

The Hub may be hosting a Dementia Awareness Group.

If you had ideas you would like to try out, do talk with any of the Trustees. We would like to help you make it happen.

- 7.1** Sheila commented that the Sunday morning Breakfasts run by Naturally Sweet had diminished now because they had got quite a big business going. We had also helped Stephanie McGee start up her Hypnobirthing business.

8.0 CAFÉ AND MARKETS

8.1 The Café

Anna Radcliffe was pleased to report that the Friday Café was still a much enjoyed facility and we were always looking for new ideas to make it even better. This Friday our MacMillan Coffee Morning would be held, and we would be supporting Children in Need later in November. We would also have Michelle Legge with her cards for all occasions on one Friday before Christmas.

The presence of the Post Office clearly had the effect of providing a focus for Friday mornings and Chrissie, Judy's dog, provided a welcome diversion, especially for children.

A special thank you goes to Chris Drew who helped us to re-design the kitchen earlier in the year, installing a new dishwasher and freezer and making new shelves.

A suggestion had been made that maybe we could provide soup and bread occasionally, perhaps for an early lunch, and I would like to hear people's views on this.

Last, but definitely not least, I would like to thank all those people who give up their time each Friday to serve coffee and offer their delicious homemade cakes. Without you we wouldn't have a café. Thank you all so much.

8.2 Saturday Markets

Saturday markets continued at least twice a year and were always good crowd-pullers. They were happy occasions and, although we charged very modest prices for stallholders, we usually made a good profit. For the next market on 1st December, people were queuing up to have a stall, which was brilliant. The only problem was lack of space but that's a good problem!

- 8.3** Lawrence Brown suggested providing a Welcome Pack on a tray for new people moving into the village. Sheila did not know how we would go about identifying new people. Rebecca Brown said that we would learn gradually by word of mouth.

9.0 THE POST OFFICE

(Appendix II – Post Office Footfall)

Judy Kent explained that the table showing the Post Office footfall over the past three years showed a reduction. It was very disappointing that the footfall in 2017/18 was 100 less than in the previous year. There were one or two factors that may have influenced this.

In 2016/17, there was one Bank Holiday and no service on 12th May because Open Reach had compromised Judy's computer access.

In 2017/18, there was one Bank Holiday and we closed on 2nd March because of the snow. And in August 2018, there was a reduced service when Christine Donnelly from Great Milton did her best to cover for three weeks when Judy was ill. There had also been occasions when the computer would not start up, as there had been in most years. Sometimes this meant Judy could not provide a service until later in the morning. This was very frustrating for customers and Judy. But taking all things into consideration, there had been fewer people using our Post Office this year.

With the introduction of a new computer and her return to work, Judy hoped these difficulties were a thing of the past.

In the past year there had been 72 Home Shopping Returns and 467 Cash Withdrawals. A mere 864 1st Class stamps were sold but racing ahead were 2nd Class stamps at an amazing 3,138. This was less about Horspath residents being economical and more about Christmas, when a third of the year's stamps were sold.

Now some good news. There was up to £3,000 funding available from the Post Office for projects to improve the Post Office or associated retail. Christine had suggested a large sign outside the Post Office room above the door displaying a menu of services provided, which was expensive. Although Christine could not guarantee this, it could include something for the café because that attracted customers to the Post Office. This was to be discussed by the Trustees.

The Post Office was dependent on your support and Judy hoped this would increase in the next year. It would be a shame if the footfall continued to decline.

10.0 ANY OTHER BUSINESS

There was no other business.

11.0 DATE OF NEXT ANNUAL GENERAL MEETING

Wednesday 25th September 2019, the time to be arranged.

Gill Gray thanked the Trustees for all their hard work.

Sheila declared the meeting closed at 8.15 pm.

12.0 FILM OF GARETH MALONE'S VISIT TO THE HUB

Before showing the film, Sheila explained that Cactus Studio had contacted us via our website, run by Heather Palmer. Because we had such a good website, unlike a lot of other Village Halls, they were able to contact us easily. Sheila said thanks must go to Heather for running such an informative website. She was an essential part of our booking system and, without her, chaos would reign, and we would lack anybody using the Hub.

The film was shown.

Signed: Dated:
(Chairman)