



**IVINGHOE OLD SCHOOL COMMUNITY HUB:
ANNUAL GENERAL MEETING held in the Old School, Ivinghoe:
25th September 2017 at 7.30pm**



Registered Charity Number 1165850

BPL Roofing Ltd.

PRESENT: Carol Tarrant Karen Groom
Bob Corn John Wallis
Claire Bamber Anne Eastwood
Geoff Travis Alex Wynne
Sara Greenwood

APOLOGIES: Sylvia Simmonds, Margaret Holiday, Gail Dodsworth, Hazel Travis, Jeanette Wallis

Carol welcomed everyone to the meeting, noting with regret that Gail Dodsworth had written to resign as a Trustee to the Hub – Carol expressed the gratitude of the remaining Trustees for Gail’s efforts on our behalf – particularly in respect of the 2016 Christmas Market, when Gail worked very hard in preparation for the Market, knowing that she herself would not be able to attend! Carol will prepare a card of thanks to send to Gail so that Trustees can sign it, and Carol also thanked all Trustees for their supportive work over this last year.

Carol Tarrant suggested that since her report would be rather longer than the Treasurer’s Report, contrary to the order set down on the Agenda, she would deliver the Chair’s Report after the Treasurer’s Report – the meeting concurred.

1.0 Previous Minutes – to 2016 Annual General Meeting:

Approved as an accurate record – proposed by Geoff Travis, seconded Bob Corn, carried.

2.0 Matters Arising:

There were no matters arising.

3.0 Treasurer’s Report:

As attached, delivered by Treasurer Claire Bamber – the report was well received by the meeting, Claire being thanked for her work on the Hub’s behalf; Claire Bamber proposed acceptance of the Report, seconded by Carol Tarrant – carried.

4.0 Chair’s Report:

Carol Tarrant delivered her Chair’s report for the year, as attached – illustrated by projected photographs of a sample of the year’s activities, and concluding with a short film published by Bucks County Council to show the success of the ‘Simply Walks’ initiative – the Ivinghoe Community Hub Group features in the film as one of the very successful groups. The report was well received, and the meeting thanked Carol for her hard work during the year; Geoff Travis proposed acceptance of the report, John Wallis seconded – carried.

5.0 Election of Officers and Trustees:

- 5.1 Chair – Carol Tarrant - proposed by Claire Bamber, seconded Geoff Travis – carried.
- 5.2 Secretary – Bob Corn - proposed by Geoff Travis, seconded John Wallis – carried.
- 5.3 Treasurer – Claire Bamber - proposed by Carol Tarrant, seconded Karen Groom - carried
- 5.4 Trustees – As existing Trustees Sylvia Simmonds, Margaret Holiday, Karen Groom, Anne Eastwood and John Wallis had all expressed their willingness to stand again for the forthcoming year, it was proposed by Geoff Travis, seconded John Wallis, that all be appointed – carried.
- 5.5 Carol Tarrant, as Chair, expressed her gratitude to the Trustees for being prepared to stand again – she also noted that whilst we have operated well recently with the eight Trustees, we do have space for ten, and we should look for a further two. The meeting agreed with this suggestion, expressing a wish for younger people if possible – perhaps we might consult with the scout and

guide groups, etc., to fill the gaps – there might be someone wishing to gain experience for C.V. purposes.

- 5.6 Bob Corn was instructed to update the Charity Commission with the current list of Trustees as soon as practicable.

6.0 Any Other Business:

- 6.1 Bob Corn was asked to approach Colin Arney (Treasurer with the Community Library) to seek his acting as Financial Examiner for our Accounts, as he has carried out this role for the last couple of years.
- 6.2 It was suggested that Pitstone Museum be approached to ask if they were willing to sell our Heritage Book – which is selling well; the views of Trustee Sylvia Simmonds to be sought, since she has led the Heritage Book Project.
- 6.3 Movers and Shakers – this phenomena is still under discussion as an older person’s group, as yet to get off the ground; the meeting expressed an anxiety that whomsoever would run the exercise element to this proposal should be properly qualified for older people’s exercise – it was confirmed that the person who had come forward to run this element of Movers and Shakers was suitably qualified, although no arrangements are as yet in place to start the group. Further, a Community Impact Bucks representative – Llew Monger – had had conversations with some Trustees in connection with his starting a Hub Lunch Club; he is pursuing a coordinator for the Lunch Club, and is having discussions with Hayley Wesley of CuriosiTEA Rooms who might be able to provide the meals. Some further discussions will be necessary to agree hire fees for Hub space – and indeed the frequency that a Movers and Shakers group might meet, separate from or in concert with the Lunch Club.
- 6.4 A suggestion was made as to the provision of Security Cameras, and might Bucks County Council be prepared to pay for them? Carol Tarrant suggested that this be discussed with Bucks County Council when they carry out their annual Landlord’s Inspection in April 2018.
- 6.5 Bob Corn noted, in Sylvia Simmonds’ absence, that she had expressed a willingness to assist Treasurer Claire Bamber in any capacity which Claire might wish for help in – Claire and Sylvia to discuss.

7.0 Next Meetings:

Ad-hoc meetings as necessary;

October Trustees Meeting – 31st October 2017 at 2.30pm in the IT Room, at the Hub.

2018 Annual General Meeting – 24th September 2018 at 7.30pm, at the Hub



IOSCH

Treasurer's Report 25th September 2017

Revenue and surplus

To the end of March 2017 Turnover was **£13,212.80**

IOSCH also received a grant of **£4,000** from HOB (Heart of Bucks).

Expenses

IOSCH expenses were **£13052.78**

Reserve

A reserve of £6,000 has been established. This represents approximately 6 months of revenue, excluding grants. The reserve is held in the bank and is included in the bank figures.

Bank and cash

The bank balance at 31st March 2017 was **£17,692** including the HOB grant and the £6,000 reserve.

CHAIR'S REPORT: ANNUAL GENERAL MEETING 2017

Hello everyone, thanks for coming out to our 6th AGM. You must be used to my face by now - Carol Tarrant, chairing the Hub Trustees after two fun years of saving and then four years running the Community Hub spaces, now with Registered Charity Status. Hurrah! Don't worry, I don't plan to haunt this post forever, just long enough to see the original plan for the Hub safely moored against any future 'sustainability' storms - and this year we were also beneficially named by the Ivinghoe Parish Council as an Asset of Community value which HURRAH!....somewhat allays some of those concerns.

In August - Last year - we announced the installing of our new PA system, and the talks, concerts and meetings it has assisted with, so this year 2017 we are old hands with usage of our newer equipment - utilizing our new blinds, projector and Motorized film screen - saved for through hall lets - and are going to illustrate this talk with a few visuals so that you will be better entertained than by watching my good self, waxing on not so lyrically!

I intend to deliver this AGM report in three dollops - the past year's activities October 2016 to September 2017; the past year's spending dramas; and the future years' plans.

Reviewing the past year since October 2016 - September 2017:

The PA system and the projector combined with the lovely outer space created by the new paving has brought about a much enhanced experience for those booking the hall space. Spilling out into the pretty flowery suntrap which is our outside **back garden**, social events of concerts, meetings, reunions and family celebrations can take a breath of fresh air and eat and drink al-fresco to the strains of their own choice of quiet background music and conversation, watching as the sun goes down over an unspoiled, and as yet unbroken, historical setting and over the wall twilight horizon. This Hub back-garden was enhanced even further last October by the hasty creation of a generous and vigorous coming together of the Ivinghoe Parish Council with the Hub Trustee Team all brandishing their own garden shears, to clear away the rampant summer growth of brambles and elder which had invaded the entire space behind Sandie Emerson's cottage across to surround the metal storage container which is the last reminder of our once gloriously successful Ivinghoe Entertainments - now a distant Pitstone centred 'PIES' concern.

Later that autumnal month October 31st 2016 saw the Café team hosting a **Halloween Arts and Crafts** presence and a proper dress-up Halloween open party welcoming romp. Let's hope they repeat the success this Hallowee'n.

November 2016 saw the fourth appearance of our **Winter Christmassy Market**, due to be repeated again this year on 1st December 2017 - led this year by Hayley our Café proprietor leading her CuriosiTEA Rooms team as an experiment away from the norm. This market always aims to mark the beginning of mid-winter fun for our Community with Market stalls of hand crafted Christmas presents inside and out, little lights everywhere, Decorated Christmas Trees, mulled wine, mince pies, Christmas Carol Singers young and old, maybe a special Christmassy person visiting us - but certainly roasted Chestnuts for sure! In 2016 we voluntary Trustees ran a Raffle which included some great family day out treats including a trip to Windsor Castle set out on some exclusive Royal stationary which we have all ogled, a fun Tombola which Margaret and Sylvia oversaw, Anne baked a cake and invited us all to guess its weight, Gail made some children's 'eye-spy' Christmassy games and some bagged sweets, John manned his own popular creation the Spin the Picture activity only ever rivalled by Damien Hurst, Carol drew a Turkey inviting Hub users to guess his name and win for the second year running, a Turkey donated fresh from Karen's farm! Thank-you to all those busy trustees and generous community Hubberlubbers!

This year Christmas 2017, we hear that a pampering session will be laid on in the Town Hall and also a 'Petting Zoo' will be present as part of the outside amusement offerings for our community families. We made **around £300 at** this last 2016 Christmas Market, but will step aside this year from the profits and be supportive helpers in fancy dress instead.

Autumnal bulb sowing by the trustees led to a lovely early flowery welcome to all comers from February onwards.

Pancake races on the Lawn on February's Shrove Tuesday are an example of the Hub using the Lawn for community activity- where fun, tradition, sport and yummy pancakes all intermingle with the trustees providing free prizes and direction - combining our Hub space on the Lawn and CuriosiTEA Rooms cooking skills - although this year, heavy rain caused the Pancake Races to be indoors!

At the end of July 2017, Margaret and Sylvia hosted here the third annual **Old School Re-Union** which proved very enjoyable we are told. We should mention here the **Heritage Book**: centred on this School's History, contributed to by ex-pupils here - organised by Sylvia Simmonds and her team of Margaret Holiday and Bob Corn....which has come together very well - containing much Ivinghoe historical interest, and now published - is a must to purchase!

Stemming from tales shared at the Old Scholar's reunion held here every July, combined with our enjoyably researched local history, we have watched Sylvia Simmonds rally her small team to produce and recently publish their Heritage Book, now selling fast at £10 a copy and down to the last 100. *Sylvia Simmonds who can't be here today reported that 'The Heritage Book has become very popular - 100 sold already (at the time of this AGM meeting)-the cost of printing was £1,698, and ISBN Registration a further £89. We already had £1,246.24p 'book money' in hand from various gifting sources, so it is felt that the costs of publication will be quickly offset. Many compliments have been offered, and much enthusiasm is evident - everything is going very well!'* The Heritage Book was launched on Easter Saturday, and initial sales were very encouraging as they have continued to be all summer, with some of our far flung 'tourists' turning out to be ex-villagers and scholars thrilled at the publication, and keen to pick a copy out for themselves.

Easter Market Report: The Market was a modest success as a fundraiser, although we only had one paying stall (and that at a discount as the stallholder had paid at Christmas and was unable to appear then!). The Bouncy Castle man had also brought along a candy floss machine, a sweet stall and he made a contribution to the raffle, and made a small donation to our funds. Our own stalls - the raffle, tombola, cake stall, spin-a-picture, guess the number of eggs and book stall - were successful, as was the Easter Egg Hunt which was very popular with 48 contestants and eggs; a total of £334 was made on the day. Thanks are due to Louise Emlyn Jones, Tring Tesco Supermarket and Karen Elliott for their donations towards our Easter Egg Hunt and Super Easter Raffle Hampers! That's one of the perks of village life - they support you back!

Jane's Bench: The Elliott family came along, and quite apart from donating a wonderful hamper for the raffle, Karen Elliott cut the ribbon and made a speech in 'opening' the Rosemary 'Jane' Elliott Memorial Bench which has been polished by our behinds all summer, by visitors watching the world go by as Jane would love to do.

This summer the welcome of the paved open outdoor spaces has increased the Hub use even more. The Summer Fete saw a filled Lawn and a very busy Hub. W.I. knitting on the bus-stop had transferred to their float, and the knitting followed Carol dressed as Canadian WI founder on a 1917 visit to Ivinghoe into the Hub, where the WI were serving their traditional cakey offerings, whilst Hayley did the teas.

This busy past Summer has seen the **new litter bins** we installed on the fences brimming with use and the trustees having to take turns to come in and empty them, whilst also watering the planters and emptying the flower pot ashtrays. This has helped to keep the Lawn from being buried in litter, but only just!

Now to the past years spending dramas:

Just as unexpectedly as the paving costs we were saving up for were suddenly budgeted for by Bucks County Council - the County informed us that '**Damp Proofing**' funds were available and a scheme of works due to be drawn up. This left us with thrills at our good fortune mitigated only by some hasty concerns about timing of the works and possible clashes with current bookings and our Café tenant's needs....all of which faded as the works gently progressed along the outside of the building, only interrupting the Café to dislodge some skirting boards on a couple of occasions with only one later to be discovered drawback! We had been told that the budget put aside for these works was £30,000 but to this day we have no idea of the final costings, as side by side with BCC's generosity for those they deem 'community successes', goes lack of Landlord - Tenant feedback!! We are grateful of course - though trapping a large rodent in the wall cavity delivered us a lasting pungent reminder for several weeks into late Spring 2017 of those unexpected works! So high costs, but not ours!

Our friendly builders who laid the pavers, returned to mop up some snagging details and refitted the old original **garden gate** back into the old school wall, which breaks each time robbers of metal come and try to take it away!

This extra task cost us **£552.00p**

Also in March 2017, there was an expected and planned for cost of £4,000 when Steve Jones expertly painted all the external woodwork, windows, doors and barge boards with little mess and much skilled restoration thrown in. These were works required by the terms of our Lease with BCC and had been planned into Spring this year as our major staggered spends of

this year...little did we know what was coming! However, an emergency email from our Café tenant alerted us to the calamity of three bits of essential equipment in the kitchen needing to be replaced immediately – which came hot on the heels of the outside works bill! This proved to be the most challenging list of running-spends in one year that this 4 year adventure has weathered.

Item one was an **Over-hob Kitchen Vent** which transpired to be the solution to the burned grease smells which were fazing us all, to augment the simple ventilation system already installed which we now added to at a cost of approximately **£100** instead of an anticipated **£1200** – Carol and Bob doing the installation for free on a very fraught Sunday.

Item two was the casualty of a three year old **Dishwasher** which has soldiered on with intermittent repair and was deciding now to break down far too often. This was replaced at a cost of approximately **£1000**. The **Cooker** was Item three and not to be outdone also needed replacing at a cost of **£400**.

Item four was the agreed **removal of the sanitary ware and plumbing** in the old gents toilets, at a cost of **£185** - so that CuriosiTEA Rooms could better use the space for much needed storage.

This took us to nearly **£6,300** and was tackled by the trustee team taking deep breaths and dividing essentials from highly desirables, prioritizing and pushing back to late 2017/2018 those less urgent needs, which will appear later.

The highly interesting and very well put together Heritage Book, mentioned earlier, and masterminded by Sylvia Simmonds, Bob Corn and Margaret Holliday will of course pay for itself when all the two hundred copies are sold at **£10** each lovely book! However, of course, printing costs are paid for up front and they were **£1,787** which includes the ISBN registration. We have been obliged to furnish the British Library and 5 Universities with free copies as is required when you seek ISBN registration.

The whole project is a great success - **£940** already has returned back from the first 94 copies sold and the community seems highly entertained and stimulated by its contents. Do buy a copy here today if you have not already bought yours.

Our spends slowed down in July finally with our purchase of Black-out Blinds for film projection – which were also hung for free by our trusty Bob Corn and John Wallis.....who deserve a loud clap or two.

Last section - The future years' plans:

Our **replacement Plaque** for the corner of the building is this, and the design (which comes free by myself) has waited in abeyance for months – so this will be a New Year printing purchase at a cost of approximately £300 and we fully expect to attach it ourselves for free – displaying the old Plaque inside the Hub as a keepsake for the Community.

Hayley Wesley our Café tenant likes a challenge and has broadened out her scope to involve her own Café Team in very enjoyable Friday restaurant Nights with global culinary themes; Quiz and Curry Nights which satisfy both the brain and the stomach; and now as briefly mentioned earlier will be leading the Winter Market night from 6-10pm on Dec 1st when our Community Hub brings wintry sparkle, a petting zoo, pamper Town Hall parlor, and pre-Christmas present buying, Carol-singing choirs etc. to the very center of our village.

Our Hub is so pleasing in so many ways – for what it now delivers to the Community, but what it does NOT please us with is its great lack of storage! Prioritising needs from desires – we urgently need some bespoke storage for all the hubs seasonal props and behind the scenes necessary possessions. Our outside sheds have been rationalized and now contain gazebos in one; DIY and Garden equipment in the central shed; and BBQ materials in the third. The Café team have the Gents Loo space on loan – and now devoid of the ceramic furniture, have a bit more elbow room for crating shelves and cupboards for strictly kitchen related items of storage. We have an over-cloakroom small store which is filled with Christmas trees, decorations, Lights and Easter props. This leaves only the IT Room, which should really only store PC's, Printers and Scanners, too full of office files and equipment, with everything from Lost property clothes, Children's Activity Crafts, Tombola and Raffle gifts, to Pancake day Frying Pans !!

We plan to build some neat wall storage up the inside wall, along under the PC platform and again under the window. If anyone knows a cheap but gifted generous Carpenter – willing to work away to produce this storage – we will leap at the opportunity!

Several months ago we started to assemble a group of singers less welcomed by choirs - to simply sing out amongst friends, some with and some without dementia..., often in the sunny

back garden – and as one who joins in it is a splendid activity to share and very cathartic and extremely cheap.

Finally the new things we are 'desiring' to see in place are an activity that satisfies the young parent or grandparent with children under twelve from nursery style or after school club; something for teenagers to group together around – asked for by themselves already; and something for the over 50's – probably over 65's to inspire gentle fitness to music, a lunch club central hour and followed by a digestive enhancing social hour to end with. This has been chucked around as an idea for over two years now with the help of Prevention Matters which is becoming a self-fulfilling title! But as with the other two age related activities these need to be led by community members not trustees, perhaps as a small business, hiring the Hall in the Hub and therefore creating their own enjoyable sustainability.

'Theatre in the Villages' is an activity the trustees can arrange for wintry nights – with small theatre companies entertaining us now and then.

Our foray into Time Credits 'thanks' as remuneration for voluntary time spent grafting back stage has hit the barrier of increased paperwork and lessened remunerating venues to visit – as in local Swimming Pools, Theatres and London tourist destinations – even before we got going! So we will watch this space and await developments, hoping against any real hope that retrospective credits might make Olympic Swimmers and Theatre specialists of us all, as we would have earned so many!

So we will continue to sell our Heritage Book initiative, turn up on Friday mornings now and then to empty Cupboards, take trips to the tip, garden the planters, empty the ashtrays and bins, sweep the paviers and build or burn the compost heap, spot paint the gloss abrasions, and emulsion the blue tac holes; mend the floor board craters; and restore them to look authentic with devious charcoal drawing and stain!

Generally be the 'back-room boys' to this venture. We are presently undergoing a couple of Trustee Sustainability Seminars here - led by Community Impact Bucks / Bucks CC - that are geared to inspire us into sustained energies we didn't know we had! But it is seeing this community accept the Hub – now filling it with every kind of gathering filling the inside to its gills and the outside to its garden wall and playground fences – that really inspires us!!

Sharing out our roles as trustees is our plan in Secretarial; Treasuring; Chairing; Bill paying/Meter-reading trusteeing; Bookings trusteeing; Outside spaces trusteeing x2; and the essential Caretaking trusteeing x2. This will need to be supported by the creation of a Calendar of Essential Tasks listed down by us all, and a map of 'What, When and Where' - everything lives in the Hub.

Just one more activity to share.....we celebrated our one year anniversary of Simply Walks this August with a somewhat nippy picnic on the Lawn. This activity continues to thrive – gathering at 9.45 for 10am on every Monday of the whole year. Some walkers bring their dogs; the walk lasts just over an hour and is circular and approximately 2 miles. Others ask for a shorter walk and if we have four leaders present we can accommodate this also. We have trained leaders, first aiders brandishing risk assessments and maps. To end with - **here is a short film made by Simply Walks wherein you might recognize some local participants!**

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