

**St John's (Kingsdown) Village Hall, Upper Street, Kingsdown, Deal, CT14 8BJ
Charity Number 302777**

Meeting of Trustees immediately following the AGM on Monday 27th March 2017

1. Record of members present

Mrs. Sharon Morris	WI representative (SM)
Mr. Simon Longland	Table Tennis Representative (SL)
Mrs. Jane Banks	Village Representative (JB)
Mrs Anna Taylor	Pre-School Representative (AT)
Mr. Alan Smith	Parochial Church Council Representative (AS)
Cllr Carol Fowler	Parish Council Representative (CF)

2. There were no new Trustees to welcome to the committee.

3. Signing of Charity Commission's disclaimer

All present signed the disclaimer, which SM will keep for our records. There is no need to send this to the CC.

4. Appointment of Officers

Chair	SM	proposed by JB, seconded by AS
Treasurer	SL	proposed by CF, seconded by SM
Secretary	JB	proposed by SL, seconded by AT
Booking Secretary	JB	proposed by SM, seconded by AT

5. Any Other Business

- Hallmark renewal – SL to send documents to SM who will confirm with ACRE if they require £20 to renew. **ACTION SL and SM**
- The full accounts need to be submitted to the Charity Commission **ACTION SL and SM**
- AGM actions – e.g. table tennis in lower hall.
- SL – discuss mezzanine storage next meeting
- CF - discuss projector and stand, and associated small tables next meeting, and funding for all
- CF – consider doing an annual survey. CF and AT volunteered to draft one.
- AT – ask regular users such as Heather's Dance Group for feedback.
- AT – discussion on extended hours for preschool at the hall.
- We will purchase a thank you card and some red wine for Nick, in recognition of his contribution.

6. Date and Venue of Next Meeting

We will meet on 12th April 2017 at 7.30pm, in the lower hall. AS and AT send their apologies.

Meeting closed at 8.30pm