



Wenhaston Village Hall Management Committee

Charity Number: CN 1001694

Registered name: Village Club

Trustees: Parish Council

MINUTES

Wenhaston Village Hall Annual General Meeting Wednesday 26th February 2020

Present: Chair - Sally Amery (SA); Vice Chair and PC rep - Peter Wildish (PW)

Bookings Secretary - Jane Peters (JP).

Committee members: Badminton rep - Ian Bigwood (IB); Commons Group - Jan Clements (JC); Drop In Club - Eileen Hayes (EH); St Peters Church rep – Jenny Jeffrey (JJ); WI rep – Carol Hudson-Jary (CHJ); WPG rep - Lyn Gedny (LG).

Village representative members: - Richard Atkins (RA); Christine Buttle (CB).

100 club: Trish Gower (TG).

1. Welcome and apologies

- a. Apologies were received from Sue and Tony Gow and Jill Daines and Michael Gasper

2. Minutes of the AGM 27th February 2019 and matters arising

- a. Proposed by CHJ and seconded by LG that the minutes be accepted as a true and accurate record. All in favour.

3. Chairman's report - SA

- a. SA thanked the Committee for their hard work, Nick Amery (NA) for taking on the bookkeeping role and Sue Norris for checking and signing off the year end accounts.
- b. Jane Peters was thanked for her role as Booking Secretary and the efficient and friendly service at the Post Office, highly valued and going way beyond her official duties.
- c. SA also thanked Trish Gower and Kirsten West who run the 100 club; the local volunteers who run the café, the cinema, the craft market and kurling and between them raised £10,600 for hall funds; the Maintenance team; the Boiler Team; LG and NA who maintain the fire alarm and emergency lighting system and Janice Girling who keeps the hall clean for us all.
- d. Special thanks also to Roger Claxton for all he does for the hall and also to NA who continues to support and help at all times.
- e. The Entertainment group led by CHJ were thanked for the fundraising events held through the year – a Jazz night, a Ceilidh and a Quiz night. The Gardening group ran

a very successful Village Show and the Committee organised the popular Christmas Bazaar.

- f. The Committee will be sad to lose IB who is standing down after two years and was thanked for successfully obtaining so many grants for the hall.
- g. Grant funders were thanked – Mike Gower the previous District Councillor for funding the stage floor improvements and Richard Smith for agreeing to help fund the Committee room improvements (paid in 2020). Also, the Parish Council for their grants to help fund the emergency exit doors, the insurance costs and repairs to the Tardis roof (paid in 2020).
- h. The hall received a legacy of £1,000 from Ann Pidgeon's estate and also received some generous donations amounting to £1,380.
- i. 2019 was a busy year with the car park and outside areas of the hall being resurfaced, the hall decorated and the hall floor re-sealed, the café bar and kitchen improved and the emergency exit doors replaced. Roof problems with leaks were extensively researched and a contractor selected to repair the Tardis roof which is due to start shortly. The roof issues with the solar panels are ongoing pending decisions on the Smart Export Guarantee proposals which will replace the Feed-in-tariff. The Committee is also investigating making more use of the electricity we generate ourselves.
- j. The High Sheriff of Suffolk Mrs Roz Eminson visited us at the café in October and was very impressed with the hall and all the village activities. Alison Alder's Young People's Film Night, was of particular interest. Roz awarded us a certificate which has been framed and will hang in the Committee room.
- k. We had a major mains water leak under the new car park in October and were very thankful to Mark Woolnough and Scott Baxter who quickly dug up the carpark and mended the leak. Our insurance company is covering the costs.
- l. **Looking ahead for 2020.** A team of volunteers decorated the Committee room recently and the 100 club funds and a grant from our County Councillor Richard Smith covered all the costs. We are waiting to hear about a grant application before completing part 3 of the stage improvements to the corridor behind the stage and side room.
- m. A native hedge will be planted along the fence by the café bar. Other general maintenance jobs await, and we hope to re-varnish the main entrance doors during the summer.
- n. Our search continues for a Treasurer. The accounts are kept on an ACE home accounting computer system, easy to use, but which provides all the information we need.
- o. The audience were thanked for supporting the hall and taking part in the activities. We are very lucky to have a great community spirit here in Wenhaston and the hall is a very important part of this. We all rely on the volunteers who run the hall, without whom it couldn't continue and new Committee members are also always very welcome.
- p. Robin Dillaway thanked SA.

4. Treasurer's report – (NA)

- a. **General Items – Receipts.** These were slightly up on last year but so were costs. The net income was £566 down for the year. Affiliations remained stable. Some income including the peppercorn rent for the Post Office for 2019 was paid in 2018. Regular fundraising event income was stable but down slightly. We are still owed £708 from an insurance claim for the water leak.
- b. **General Items – Payments.** Some expenses for 2018 were invoiced late and paid for in 2019. Electricity had been overpaid in 2018. Maintenance costs increased for the biomass boiler, the hot water tank and the gulley at the car park entrance.
- c. **Capital Items – Receipts.** The hall was fortunate to receive bequests and donations amounting to £2380.50. The income from Heather's book My Life in Wenhaston is shown as a line entry this year. Last year it was included under donations ring-fenced for car park repairs.
- d. **Capital Items – Payments.** Major capital items during the year were: resurfacing the car park (nearly £32,000), new emergency exit doors and various decorating and refurbishment projects.
- e. **Bank Balances.** The year ended with £25,874 in our bank accounts. This compares with £23,000 in 2018, £27,000 in 2017, £21,566 in 2016 and £14,467 in 2015 (the figures for 2018 and 2017 omit ring fenced car park funds).
- f. **Reserves Policy (End of 2019).** £6,500 is set aside for projects already planned in 2020. £10,000 is earmarked for possible roof repairs in 2020.

5. Booking Secretary's report - JP

- a. Bookings are very good, along with regular activities and private bookings bring in much needed income. Every effort is made to avoid moving regular groups.
- b. Positive feedback has been received from new hall users following the improvements this year, rating our hall highly in the local area.
- c. JP thanked the Committee, SA and volunteers for all their hard work.

6. Village activity reports - TG

a. 100 club

- i. Thanks to all participants and Kirsten West, joint promoter and Sue Norris who carries out the annual audit of the accounts and JP who collects mail.
- ii. The club started in 2011 and has raised £6,350 for the village hall. There are 166 members this year each paying £12 per annum. This has funded many items for the hall and this year has helped pay for the Maurice Stammers Committee room refurbishments. Subscriptions are due in July and there is a balance on the accounts of £145 at year end on 31 August 2019.

b. Café – Kevin Dean

- i. The café raised over £5,500 during 2019 for hall funds, which was slightly less than last year.
- ii. The café is open 10 – 12noon every Wednesday and Saturday.
- iii. A new management team of six now runs the café and all volunteers were thanked. New volunteers are always welcome.
- iv. It remains a great meeting place for regulars and new visitors alike.

c. Cinema

- i. The cinema raised £2,297 for hall funds and continues to show popular films monthly on the first Saturday and World cinema films monthly on the third Thursday.

d. Craft Market - CHJ

- i. The craft market raised £1,412 for hall funds.
- ii. The market is held monthly on the last Saturday from February to December.
- iii. There were up to 30 stallholders during the year and to deter no-shows a booking fee and payment in advance will be requested in future.
- iv. CHJ was recently asked to be interviewed on the internet radio show Chat and Spin where she is able to promote village hall activities.

e. Kurling

- i. Kurling raised £1,173 for hall funds.
- ii. It is held on the last Friday of each month and eight teams of four people play costing only £2.50 per person. There is a bar open and a good natured and fun evening is guaranteed.

7. Voting for members of the Management Committee for 2020

- a. Existing members are standing again apart from IB who is standing down.
- b. Two new members came forward prior to the meeting – Liz Hill and Kevin Dean. They were duly elected onto the Committee.
- c. Two new members came forward at the AGM – Mac Mckeown and Alastair Wilford and both were duly elected onto the Committee.

8. Co-opting village representatives for the Committee for 2020

- a. One of the above new members will represent a local group or be a village representative, to be clarified at the next Village Hall Committee meeting.

9. Any other business

- a. CHJ promoted the Jazz evening due to be held on Friday 15th May. The event will raise funds for the hall and cost £8 with a bar and nibbles available and a 50/50 raffle.
- b. Heather Phillips thanked the Committee and the dedication of all the volunteers for all they do and for all the activities held at the hall.



Signed.....Dated.....

26/5/21



Signed.....Dated.....

26/5/21