



Wenhaston Village Hall Management Committee

Charity Number: CN 1001694

Registered name: Village Club

Custodian Trustees: Parish Council

Managing Trustees: Management Committee

MINUTES OF THE ANNUAL GENERAL MEETING

Wednesday 26th May 2021 at 7.00pm

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

Booking Secretary - Jane Peters (JP).

Committee members: Café and village rep – Kevin Dean (KD); Commons Group - Jan Clements (JC); Ukulele – Lyn Gedny (LG); Drop In Club - Eileen Hayes (EH); WI rep – Carol Hudson-Jary (CHJ); Mac McKeown (MM); Christine Buttle (CB).

100 Club – Kirsten West (KW)

Book-keeper – Nick Amery (NA)

1. Welcome and apologies

- a. Christine Buttle, Alastair Wilford, Sue Gow, Viv Kemp.

2. Minutes of the AGM 26th February 2020 and matters arising

- a. The minutes were approved and signed off as a true record. Proposed EH, seconded CHJ, all present agreed.

3. Chairman's report

- a. The hall closed due to the Covid lockdown on 16th March and remained closed for over five months. We had many rules to follow, spending £700 in order to open as a Covid secure premises on 1st September. Some groups returned, but on the 5th of November we were closed again for a month, re-opening briefly until 22nd December. With the third lockdown after the New Year, it meant we were closed for a further five months this year.
- b. Throughout this time, the Government provided financial support and the Committee communicated regularly by email and held meetings when possible.
- c. The Committee agreed that the AGM had to be postponed until the hall could re-open so that all members and the public could participate, as many were not able to take part in a Zoom meeting.
- d. Two Committee members left during the year, Jenny Jeffrey and Richard Atkins and both were thanked for all their help.
- e. All Committee members were thanked as well as NA for keeping the books and other help, Sue Norris for checking the accounts, Trish Gower and KW for running the 100 club, JP in her role as Booking Secretary, Roger Claxton for all his help and Janice Girling for keeping the hall so clean.
- f. All the volunteers were thanked, who work hard throughout the year to keep the hall running and making it such an important focal point of the community. Volunteers decorated the Committee room and the hallway, planted a native hedge and finished the boiler shed roof repairs.
- g. Our grant funders were thanked for the funding which helped us to reseal the stage floor in January and along with 100 club funds to refurbish the Committee room. A grant from the Parish Council enabled us to proceed with the repairs to the Tardis roof in November.

- h. To build on the hall's green energy credentials and achieve a more sustainable future, Roger Claxton designed a system to utilize more of the free energy the solar panels generate and assisted by volunteers this was installed, checked by an electrical contractor and completed in November. The cost was funded by a grant from our local Councillor Alison Cackett and by private donations.
- i. Moving on into 2021, a faulty inverter was funded and replaced by volunteers. Despite lockdown, maintenance and improvements continued at the hall, to take advantage of the hall being closed. The work helped local contractors and was carried out in line with the Covid regulations. We were fortunate to receive a generous private donation which, along with continuing Government support, made it possible for us to lay a new safety non-slip flooring in the hallway and the ladies and disabled toilets. We were also able to finish the stage improvement project and decorate the Tardis and toilets.
- j. Extensive roof repairs became necessary after the heavy snow in February. The only feasible and affordable course of action to solve the problem, was for the brackets holding the solar panels to be re-seated to prevent water ingress under the tiles and a high input of volunteer contribution kept costs down.
- k. The Parish Council were thanked for all their help and financial support this year. They have very generously contributed to our core costs for 2021 and to the roof repairs. In these uncertain times their support has been crucial. I must also personally thank Richard Day, the Parish Clerk very much for all his support and help throughout my time as Chair.

4. Book-keeper's report

- a. The 2020 year end accounts were circulated.
- b. NA reported on the general items account that the hall hire income was severely reduced due to Covid lockdown and restrictions, from £10,661 in 2019 to £3,156 in 2020. In compensation we received £12,268 in Covid support grants from HM Government, which resulted in a net income of £7,203 compared to £2,783 in 2019. Without this support there would have been a loss of over £5,000. Over £2,000 of the Government support was because the hall reopened after the first lockdown. The cost and insurance reimbursement of the major water leak was finally settled.
- c. On the capital items, NA reported that grants, donations and Gift Aid amounted to £2,754. However, fundraising was down due to Covid lockdown and restrictions. Other repair projects were completed and costs to meet Covid requirements were £702.
- d. The bank balances at the 2020 year end totalled £31,664 compared to £25,974 in 2019.
- e. A reserves policy states that £8,000 is set aside for projects already planned and £10,000 is earmarked for repair expenditure, including roof repairs.
- f. Since January 2021 we have received a further £8,440 in HM Government Covid grants to support us during lockdown, and an £8,000 Restart grant. The Parish Council have awarded us grants of £5,775 towards our core costs this year and £5,000 towards the roof repairs. We have spent £17,130 on roof repairs, the hallway and toilet refurbishment as well as completing the final part of the stage improvements.
- g. Sue Norris confirmed she had inspected the accounts and found them to be in good order and signed them off. Sue thanked NA for presenting the accounts clearly and how well run they were.
- h. Tony Gow proposed that the 2020 year end accounts be accepted and this was seconded by Robin Dillaway and approved by everyone present.
- i.

5. Booking Secretary's report

- a. JP reported on the challenging year due to Covid with very much reduced bookings and several groups not starting after lockdown. We have lost the Exercise Class and the Photography Group, but have new regular monthly bookings from Blyth Spirits, Mother's Union, monthly Church lunches and have received some other enquiries. The annual

affiliation and loft storage payment was cancelled because the hall had been closed for so long. Blood donors had emergency sessions until the Covid rules tightened. JP is standing down as Booking Secretary at the AGM after over seven years and was thanked by everyone for all she has done over the years.

- b. The new Booking secretary after the AGM will be Sue McKeown who was warmly welcomed. New contact details will be circulated after the AGM.

6. Village activity reports

a. 100 club

- i. KW reported that the 100 club has donated approximately £7,250 to the village hall since 2011 when the club started, with a similar amount being paid out in prizes. There was a balance of £297 at 31.08.20 and there are 153 paid up members for the following year. Numerous items have been purchased with these funds. In 2020 they went towards refurbishing the Maurice Stammers Committee Room. This year they are going towards the new Altro safety non-slip flooring in the lobby, corridor and ladies and disabled toilets.
- ii. Trish Gower and Kirsten West are the promoters and Sue Norris was thanked for checking and signing off the accounts and everyone was thanked for their generous support.
- iii. EH Proposed the year end accounts be accepted, LG seconded this and they were approved by everyone present.

b. Café

- i. KD reported that due to the Covid lockdown and later restrictions, income was only £1,500 compared to 2019 when it was £5,500. The café had to move to the main hall to allow for social distancing and a one-way system was established, along with many other requirements. Extra volunteers were necessary, with other volunteers moving furniture and sanitising before and after each session, which meant only the Saturday café could operate. It was a similar story for Men's Breakfast, but both activities were held whenever it was possible.
- ii. All volunteers involved in the operation of the café were thanked.
- iii. Looking forward, the café has started again on Saturdays and all being well, if restrictions are lifted later in June, can start again on Wednesdays.

c. Cinema

- i. LG reported that the Cinema group ran film evenings up to March until lockdown and started again in September when the hall re-opened, until November. A further lockdown prevented film evenings until 19th December when the Christmas film was shown. The Cinema raised £956 last year and is opening again early in June.

d. Craft Market

- i. CHJ reported that only one market was able to take place in February raising £337. Due to Covid restrictions and the Committee deciding it was unwise to encourage people to visit from outside the area, no more markets took place. PW has now stood down as assistant and was thanked and Terry Cushions is taking over. Plans are in hand to start again at the end of July with a market in the carpark to allow the coffee morning to take place in the hall.
- ii. A quiz night is planned in September.

e. Kurling

- i. Only two sessions were held before lockdown, raising £266 for hall funds. Due to social distancing requirements, kurling was unable to start up again during the year. Plans are in hand to start again in July on Wed evenings rather than Fridays.

- f. **Village show**
- i. JC reported that the show had to be cancelled last year due to lockdown, although the potato in a bucket competition took place in the car park. This year's show is scheduled for 25th July which will be the show's 25th year.
 - g. The Committee are considering other events as Covid restrictions ease.
7. **Members of the Committee representing local groups.**
- a. Three members are standing down, all of whom were thanked.
 - i. PW represented the Parish Council and has been on the VHMC and Vice Chair for three years. PW reported that when he also took over the role of Chair to the Parish Council two years ago, he found that carrying on with both roles was too time consuming. The PC have selected another representative, Caroline Way who will join the Committee at the next meeting.
 - ii. AW who joined the Committee a year ago.
 - iii. SA is standing down as Chair after over three and a half years.
 - b. We have space for further members who represent local groups and they select their own representative.
8. **Voting for members of the Management Committee for 2020**
- a. We can have three elected members on the Committee.
 - i. Linda Hammond has accepted the role of Trustee and Treasurer and was elected on to the Committee. Proposed by Janet Dillaway and seconded by KD and all present voted in favour.
 - ii. David Elliot has accepted the role of Trustee and was elected on to the Committee. Proposed by Roger Claxton seconded by Robin Dillaway and all present voted in favour.
 - iii. MM was elected last year and is staying on the Committee, but in future he will represent the Black Deek band who now meet at the hall, so no longer needs to be elected.
 - iv. MM reported that Guy Chinery would like to come on the Committee. He was proposed by Andy Norris and seconded by Bernard Orme and all present voted in favour.
9. **Co-opted village representatives for the Committee for 2021**
- a. We can have three village representatives which the Committee co-opt.
 - i. CB has confirmed that she will stand again.
 - ii. KD has confirmed that he will stand again.
 - iii. JP was co-opted by the Committee when she announced she would stand down as Booking Secretary.
 - iv. All three have confirmed they are standing again.
10. **Any other business**
- a. There were no questions from the floor.
 - b. Heather Phillips thanked the past and present Chairs and all the volunteers who look after and run and village hall and reflected on all the improvements which have been achieved and the grants obtained.
 - c. In closing the meeting, SA said that she has been so grateful for all the wonderful people around her. SA said that it was thanks to all the initiatives and regular fundraising events set up by the previous Committee in 2016, that when taking on the role of Chair in 2017, it was such a vibrant hall with a healthy bank balance. The resulting good income stream, along with grants and donations, has enabled the Committee to build on this and to carry on improving the hall. It is now left with a healthy bank balance equipped to cope in an uncertain future. SA wished the new team much success in the future and will be happy to help in any way.
 - d. The meeting was closed at approximately 8.00pm with refreshments following.

 29/3/22

As a true Record.