

**Alderholt Village Hall: Annual General Meeting 2024**  
**held on**  
**Tuesday 22<sup>nd</sup> October 2024 @ 7.00pm**

**Attendees:**

Graeme Thorley	<b>GT</b> Chairman
Chris Walker	<b>CW</b> Vice Chairman
Wendy Hood	<b>WH</b> Secretary
Tina Huntley	<b>TH</b> Treasurer
Lin Lyons	<b>LL</b> Committee / Market Manager
Faye Pottle	<b>FP</b> Committee / Café Manager
Dave Watson	<b>DW</b> Maintenance Manager
Norman Jones	<b>NJ</b> President
Adrian Hibberd	<b>AH</b> Trustee
Kate Mason	<b>KM</b> Trustee
Jean Mortimer	<b>JM</b> Trustee
Cllr Gina Logan	<b>GL</b> APC
Ginny Whiting	<b>GW</b> Art Club

1.	<b>Apologies</b> Naomi White (Social Media) Jo Anderson (Trustee) Nigel Emsen (Scouts) Frank Sims (Drama Club)	
2.	<b>Matter's Arising from Minutes of the last Annual General Meeting 24 October 2023</b> <ul style="list-style-type: none"> <li>It was agreed that in future the minutes from the previous year's AGM should be sent out in advance of the AGM.</li> <li>The minutes were proposed as an accurate record of the previous AGM.</li> <li>This was proposed by NJ, seconded by LL and carried without dissent.</li> </ul>	
3.	<b>Chair's Annual Report (GT)</b> <ul style="list-style-type: none"> <li>This report is attached to the end of the minutes.</li> </ul>	
4.	<b>Treasurer's Report 2024 (TH)</b> <ul style="list-style-type: none"> <li>This report is attached to the end of the minutes.</li> </ul>	
5a.	<b>Bookings Officer's Report (GT)</b> <ul style="list-style-type: none"> <li>GT took over this role in July 2024 in a caretaker capacity after Kim Emberson stood down.</li> <li>In the past year, we lost the Tuesday evening bingo booking, but this has now been replaced with a Tuesday evening fitness class.</li> <li>We lost a morning fitness class, but this has been replaced with youth football.</li> <li>On weekdays, only Friday evenings and some Monday evenings are now available.</li> <li>There has been a big increase in the number of ad-hoc bookings of late.</li> <li>The hall has also been used as a polling station on a couple of occasions in the past year.</li> </ul>	

5b	<b>Market Report (LL/FP)</b> <ul style="list-style-type: none"> <li>This report is attached to the end of the minutes.</li> <li>It would be good to know the income earned in total from the market stalls as well as the income earned from the raffle, books, café and stall holders.</li> </ul>	LL/TH
6.	<b>Election of Officers for 2024/25</b> <ul style="list-style-type: none"> <li>The following officers were elected for the upcoming year, with NJ proposing and GW seconding. All in favour. Chair - Graeme Thorley Vice Chair - Chris Walker Treasurer - Tina Huntley Secretary - Wendy Hood Bookings Officer - Graeme Thorley (in a temporary capacity) Committee members - Lin Lyons, Faye Pottle.</li> </ul>	
7.	<b>Election of User Group Representatives</b> <ul style="list-style-type: none"> <li>The assumption is that all current user group representatives will remain on for the following year as no communication has been received otherwise.</li> </ul>	
8.	<b>Appointment of Trustees</b> <ul style="list-style-type: none"> <li>The following people have agreed to act as trustees for the next year: Kate Mason, Jean Mortimer, Adrian Hibberd, Jo Anderson and Tim McConnell</li> <li>TH requires details of the two trustees – Adrian Hibberd and Tim McConnell, as these need to be forwarded to the Charities Commission.</li> </ul>	
9.	<b>Appointment of Auditor</b> <ul style="list-style-type: none"> <li>Julie Ive has agreed to continue as auditor for the following year.</li> <li>This appointment was proposed by TH and seconded by GT. All in favour.</li> </ul>	
10.	<b>Constitution Update (GT)</b> <ul style="list-style-type: none"> <li>GT reported that the constitution has not been updated.</li> </ul>	
11.	<b>President's Closing Address</b> <ul style="list-style-type: none"> <li>In summary, NJ acknowledged that it has been a year of change with new people joining and several people departing the committee. Ad-hoc bookings for the hall have much improved. And hopefully, the much-delayed project to renovate the bathrooms will go ahead in the next few months. Several grants have been agreed to help towards this project.</li> </ul>	
12	<b>Any Other Business (AOB)</b> <ul style="list-style-type: none"> <li>Nothing raised.</li> </ul>	
13.	<b>Date for next AGM 2025</b> <ul style="list-style-type: none"> <li>Provisional date has been set for Monday 20<sup>th</sup> October 2025.</li> </ul>	

## **Chairman's Report Alderholt Village Hall AGM 22 October 2024**

Reflecting on the year just gone can be a rewarding experience. On this occasion I confess to finding myself pleasantly surprised at quite how many live performances we hosted. In October Chris Walker brought us another splendid toe-tapping evening of jazz and the following month we had a joint promotion when Sally Barker of BBC One's *The Voice* fame performed a soulful set. Bumblefly Theatre returned in December with their riotous take on Robin Hood and although attendance was down on the previous year we just about broke even and, more importantly, lots of local children enjoyed themselves.

More local children were entertained in the February half term as they headed to the bottom of the ocean with Coppice Theatre's Science Adventures Deep Sea! and just two days later we were delighted to welcome back the BSO when their strings ensemble's Music of Reflection proved so popular it necessitated some emergency cleaning to ensure we had the required 130 usable chairs. We secured both these events through our collaboration with Artsreach.

Members of that BSO strings ensemble were so enamoured with our audience and the hall's acoustics that they booked the hall in May under the guise of their recently formed British String Quartet for which we ran the bar. The following Saturday Chris was back with his tribute to Benny Goodman and Glenn Miller which went down a storm and proved profitable both through ticket sales and very good bar sales! Another marvellous result for live music, Chris.

We were equally active in June with two more events. At the start of the month, as a new venture, we agreed to run the tea tent at the annual village fete, which proved challenging but generated useful funds. Considerably less profitable was our stand-up comedy night at the end of the month. The audience loved it; there just weren't enough of them. This matched our experience with the Abba tribute group in 2022. That was also in June. Hmmm.

In August, we hosted an African drumming workshop, which proved a great hit with adults and youngsters alike. This was also brought to us through Artsreach. And we have more to come before the end of the year with November's jazz and December's return of Bumblefly Theatre.

Administratively, we further improved the amount of information on our web site and the way it is presented. As an experiment we have streamlined our bookings process by doing away with the requirement for a deposit. We restructured our health & safety risk assessment and have recently completed a new fire risk assessment after attending a presentation at Dorset Community Action's village halls event. Both of these activities prompted some actions but, whilst not wishing to be complacent, we were reassured by how few.

It was not a big year for infrastructure developments. We had to replace a window in February after it was vandalised and have completed a few minor maintenance tasks, perhaps the most important of which was finally getting the chairs cleaned and repaired, cannibalising one for spares. Maintaining the chairs is proving to be something of a Forth Bridge task as, inexplicably, there are already more than a handful with screws missing. It was disappointing not to be able to progress the toilet refurbishment project but we have at least now secured all four grants we sought and have a clear plan for what we want to

achieve; we just need to find a reliable and affordable contractor. We also have plans to replace the patio railings and refresh the beds in the garden.

After some doubts about our capacity to continue with the monthly market and café it returned with a bang in March, after a two-month hiatus. The new café team hit the ground running. Led by Faye and ably assisted first by Lena and more latterly by Pat, amongst others, they brought fresh presentation, which drove record sales of £237 in April and four further months in excess of £200. The demand for stalls has never been greater nor has the variety on offer thanks to Lin's skill and dogged determination as the market admin manager. The market operations manager role has proved more tricky to fill. After no fewer than three false starts Jo kindly came forward to offer her services but regrettably a change in her circumstances means that she will only be able to continue in the role until the end of the calendar year.

Also leaving us this year was Kim who stood down as the bookings officer after revitalising our offer and processes, leaving bookings in a strong position. We thank her and wish her well too, as we do Karen who left the role of secretary. I am very pleased that Wendy has stepped into that role and is settling in well as is Dave who has taken on responsibility for maintenance matters. I thank and welcome them both to their respective roles. Meanwhile Naomi continues to do an excellent job managing our social media presence. Amid the comings and goings, we benefit greatly from the stability of Tina's experience as treasurer to ensure the finances are in fine fettle and from El Presidente Norman's watchful eye, sage advice and horticultural enthusiasm.

As always there will be many challenges and frustrations in the year ahead, not least with recruitment and retention. But here's the thing: on almost every metric Alderholt village hall is thriving. The monthly market & café are going from strength to strength; bookings - both ad hoc and regular - are going from strength to strength; the finances are going from strength to strength and the building looks great.

Committee members are committed, capable and determined to succeed in making the hall the best it can be and keeping it at the heart of the community. So, yes there will be challenges but as Bette Davis once said: "The key to life is accepting challenges. Once someone stops doing this, he's dead". On that basis I think it is fair to say we should all feel very much alive!

Graeme Thorley  
Chairman Alderholt Village Hall  
22 October 2024

## Alderholt Village Hall

Treasurers Report for AGM 22<sup>nd</sup> October 2024

End of Year Report – 1<sup>st</sup> Sept 2023 to 31<sup>st</sup> August 2024

Please find attached the Full End of Year Accounts for Alderholt Village Hall.

**The total balance of available funds as of 31<sup>st</sup> August 2024 was £29,653.28 a loss in income to expenditure this year of £2691.20**

**Income - £ 25,678.79 - Expenditure - £22,987.59**

2018 – Lettings/Events - £22,425.77

2019 – Lettings/Events - £20,997.89

2020 – Lettings/Events - £15,890.29

2021 – Lettings/Events - £12,383.30

2022 – Lettings/Events - £19,470.86

2023 – Lettings/Events - £23,286.30

2024 – Lettings/Events - £18,604.89

Lettings/Events have gone down this year by £4,681.41 compared to last year but we have made a lot of money on the Café/Bar which is £1,138.62 after expenses deducted. For a comparison last year, the Café/Bar made £146.38 after expenses deducted, well done Faye and her Team you are rocking it 😊

We have been extremely fortunate this year and received a Grant from Cranborne Estates which is to go towards the new bathroom. We would like to thank them for their kind gift as it is very much appreciated, total sum received £1500.00.

We rent out the front Office to the Parish Council which brings in hire revenue of £5,238.00 per annum, Norman makes a beautiful flower bed display for them outside their window 😊

Please see below some of the expenditures we have made during this year to maintain the Village Hall:

- Firelec - Annual Fire Extinguisher Service Inv 9293 - October 2023 - 114.00
- Groundwise - Gate Post - LL agreed payment - £816.00
- Coastal Roofing Ltd - Roof Repair 02/01 - £420.00
- Expenses GT - Padlock and fluorescent lighting tubes - £54.96
- PPL PRS Ltd 01701488 - £733.20 – this is and always has been a issue, a couple of years ago I went head to head with them and disagreed that we should pay so much but did not get anywhere with my challenge which took hours and hours of time setting it up! I have been very busy this year but when the new bill comes in November, I will try again 😊
- TW Lane - PAT Testing - Inv 01102 - £165.00
- Caretaker - £5,400 per annum
- Other Maintenance per year includes Lawns, Window Cleaning, Garden Planting, Safety Notices and cleaning products which I have put together as being the balance of the Maintenance - £3,190.30
- The Window Repair Man - Office Window - Inv WR3347 - £154.00
- Darren Sherwood - Boiler Service 14/3/2024 - £84.00
- Utility bills to include Electric and Gas, Water/Sewage, Waste, Council Tax, and Computer Hosting which come to £3545.60
- Insurances are £1421.20
- Admin Expenses will include, laminating, Sim Card for Mobile Phone, Paper, T Shirts for events, gifts for leavers and various other items - £1279.68

The Annual Return for the Charity Commission will be submitted after the Meeting and the accounts will be sent off to be checked soon after.

If anyone has any questions, please do not hesitate to email, thank you.

Tina Huntley  
**Treasurer**

## **Market Report for AGM 2024**

2024 has been a good year for the request of stalls. As normal it is quieter in the summer months and very busy for the Autumn and winter season with a waiting list for Sept, Oct, Nov and December. Peaking at 10 for October.

The cafe has been well received and the cake rota volunteers have done a sterling job keeping variety and items available. There were issues of pricing, but these appear to have now been settled.

John Zebedee has supported the market / hall with his raffle and has regularly been able to donate towards the event. Thank you, John, for your continuous efforts.

My thanks to Naomi for her continuous advertising on social media and setting up the new dedicated FB account.

I have continued to do the (behind the scenes) management and also manage the email account with contacting stall holders and allocating the space etc. Jo and Graeme have taken on the lion share of the monthly manager role and this has been supported by committee members to manage the market each month. Faye has managed the cafe with the support of Pat and other committee members. Thank you everyone.

Going forward into 2025 Faye is happy to continue to run the cafe, with the support of her team. Monthly managers will be required to manage the market as Jo needs to step back from the role.

Decisions will need to be made about how this can be managed.

I would like to step back from the overall market manager and believe we need to try, once again, to recruit for the role. To help reduce the impact of the role Wendy has started to understand how the paperwork works to see how support can be given.

**Lin Lyons**