

Alderholt Village Hall: AGM Minutes

Tuesday 12 October 2021 at 7.30pm

		Attendees		
Richard Wood – Chair	RW	Lee Ellis – APC	LE	
Norman Jones – President	NJ	Adrian Hibberd – APC	AH	
Chris Walker – Vice Chair	CW	Russell Stone – APC	RS	
Selina Reidy – Bookings	SR	Frank Sims – Drama Group	FS	
Lin Lyons – Committee member	LL	Ginny Whiting – Art Club	GW	
Kate Mason – Trustee	KM	Norma Trickett		
Jean Mortimer – Trustee	JM	David Wilson		
Graeme Thorley		Rosemary Currie		
		Paul Lyons		

	Action
<p>1. Apologies</p> <p>Jason Routley (Trustee) JR Naomi White – Secretary NW Tina Huntley (Treasurer) TH Cllr Antonia Butler – APC AB</p>	
<p>2. Minutes of the last Annual General Meeting Minutes of the last AGM held on 20 October 2020 were agreed with no objections.</p>	
<p>3. Matters arising from the minutes not on the agenda</p> <p>3.1 It was noted more help was required to join both the committee and the Trustees. Selina Reidy has joined the committee but no further Trustees.</p> <p>3.2 The constitution requires amendments and passing through the appropriate pathways. No action has occurred, but KM will take ownership. There is a large deed of Trust document (the original) and templates that can guide AVH to develop their constitution. KM will pass this work to the committee Chair and support its progress. This need addressing immediately.</p>	<p style="text-align: center;">Trustees</p> <p style="text-align: center;">KM / AVH Chair and committee</p>
<p>4. Chair’s Report (RW) Report attached.</p>	
<p>5. Treasurer’s Report (TH)</p> <p>5.1 Report attached.</p> <p>5.2 Accounts reflect period 01/09/2020 – 30/08/2021 with a closing Bank balance of £24,472.39.</p> <p>5.3 We have received several grants due to Covid and have used these to develop the hall. Details are in the financial statement.</p> <p>5.4 A donation was received from Mildred Ivy Lucas’s estate for which thanks had been expressed.</p> <p>5.5 Income dropped considerably due to Covid and cancelled bookings. The accounts reflect this.</p> <p>5.6 The Bingo club has now closed but they still hold a AVH float which was to be recovered.</p>	<p>TH</p>

<p>5.7 TH has submitted the annual return for the Charity commissions. This was submitted on time. Thank you, TH.</p>	
<p>6. Bookings Officer Report (MR)</p> <p>6.1 Report attached.</p> <p>6.2 Invoices are now being sent to all hall users to improve payment and ensure they can be correctly linked to users.</p> <p>6.3 A video is now available to view on the website to show the facilities in the Hall. GW suggested a floor plan with measurements would be useful to prospective hirers.</p> <p>6.4 GW offered the forthcoming Art exhibition as a possibility to video to give hirers an idea of size and scale.</p>	<p>SR / CW</p>
<p>7. De-election of officers from 2020-21</p> <p>Thanks given to all officers for the year. RW would stand down as Chairman and a new appointment made.</p>	
<p>8. Election of committee members 2020-21 (to be ratified at the next full committee meeting directly after this meeting)</p> <p>8.1 All current committee members other than the Chairman confirmed they were happy to remain in post and continue in their present roles. RW would remain on the committee for a further year as a general member.</p> <p>8.2 Richard asked if anyone from the floor would be interesting in joining the committee. Graeme Thorley (GT) was proposed and seconded as a member and elected to the Committee without objection. Committee members would be:</p> <ul style="list-style-type: none"> • Chris Walker – Vice Chair • Naomi White – Secretary • Tina Huntley – Treasurer • Selina Reidy – Bookings Officer • Lin Lyons – core committee member • Richard Wood – core committee member • Cllr Toni Butler – Parish Council representative • Ginny Whiting – Art Club • Frank Sims – Drama Club • Short Mat Bowls – Paul Haynes • Representatives from other regular user groups to be confirmed. <p>8.3 It was noted that the Friendship Club and Skittles would cease to meet due to the difficulty of finding people to run the clubs. The Bingo was also on hold until organisers could be found.</p> <p>8.4 RW advised that the Hall had received grant funding to help any group restart after Covid. Some groups have already approached him for support. This is documented.</p>	
<p>9. Appointment of Trustees</p>	

9.1	Kate Mason, Jason Routley and Jean Mortimer to continue as trustees, fulfilling the Constitution for a minimum of trustees. They were actively seeking others to take on the role.	All
10. Constitution update	<ul style="list-style-type: none"> • KM gave an update on the draft Constitution that she has re-written, taking aspects from the original 1953 conveyancing document (currently lodged with The Charity Commission and solicitor) and the 1966 Deed of Trust. • KM has ensured that the new Constitution is easy to read and fulfils both the aforementioned documents whilst also ensuring it has everything required by The Charity Commission. • In the original documents, sixteen local organisations are listed, with some no longer existing. There is reference to Alderholt Chapel, who currently do not have a representative sitting on the Hall's committee; an invitation is to be extended to them for the new year. • The draft Constitution will go out as a separate document to all attendees of the AGM and once fully consulted upon, will be uploaded to the Alderholt Village Hall website. 	NW
11. Meeting with Parish Council	– date to be confirmed.	
12. AOB	– none	
Next meeting	AGM is scheduled for Wednesday 20 October 2022.	

Appendix 1

Chairman's report at end September 2021

The last twelve months saw a continuation of restrictions due to Covid, with the Hall closed during November 2020 and January-April 2021. Beyond these periods we were able to reopen on a restricted basis until May when some activities could recommence. From mid-June restrictions were lifted but we are required to carry out our own risk assessment for use of the Hall and still recommend that users open windows and/or doors to provide ventilation and use face coverings in crowded situations. One of the events we have been able to resume early is the monthly Craft & Produce Fair which has been run whenever permitted.

The Management Committee has been able to return to face-to-face meetings in the Hall and we are again holding Core Committee and Full meetings, which are open to representatives of users and anyone in the community interested in using the Hall, on alternate months. Our Covid-19 provisions remain in place for use as required although we all hope there will be no need to return to major restrictions.

We have continued with maintenance jobs including the provision of new notice boards with signs which identify the Hall, replacement of our CCTV with improved coverage of the frontage, repairs to leaky gutters, clearance of storage areas and maintenance of the grounds. Thanks are due to volunteers who have carried out sterling work and continue to do all they can – more hands are always welcome!

We have reviewed the necessary policy documents extensively revised last year which are accessible on our website We are making good use of the Alderholt Village Hall Facebook page which is managed by our Secretary Naomi. Thanks also to Norman and Tina for their work on the grounds and garden.

Regular groups, who had to stop meeting due to Covid restrictions, are cautiously considering return to the Hall but some have advised they will not return immediately; some not till after Christmas and

regrettably some not at all. It seems that life following Covid restrictions will be different in many ways for a long time to come.

The Hall continues to offer facilities for private hire as well as regular groups. We have been able to install new audio-visual equipment including a projector and screen which is available for a variety of events such as the Race Night held in September and we are looking to provide additional equipment to extend its use. Entertainments in the Hall have returned with Artsreach sponsored events including The Elves and the Shoemaker in July attended by 75 people and the forthcoming Princess and the Pea family show on November 20th and the Galloway Choir and Band performing Christmas Carols on December 12th. The monthly Market has returned to full strength and is being well supported. I would like to give special thanks to Committee members who have assisted with Test and Trace visitor recording and manning the café when we were unable to serve from the counter. The Drama Group is planning for their panto and living in hope there will be no restrictions which would affect the performance next February.

We continued to receive grants to help us through periods when we were unable to open and have been offered a grant to assist in recovery by offering discounts on the Hall hire fees to regular users to encourage them to restart.

Our Committee has been supported by Selina Reilly, our new Bookings Officer who took on the post after the last AGM and has been a great support to us. I would also like to thank our President, Norman Jones, for his continued support for the Hall, both advisory and practical. We are always looking to the whole community to find new people who are able to help with the management of the Hall – please contact us if you would like to help.

We are looking forward to a more active year in 2021-22 with continued recovery from the Covid restrictions. Please look out for information on and support events in the Hall which is the best reward we can have for all the organisational effort these require. Thanks to you all for your support.

Richard Wood
Chairman of Alderholt Village Hall Management Committee
12 October 2021

APPENDIX 2

Treasurers Report for AGM 12th October 2021

End of Year Report - 1st Sept 2020 to 31st August 2021

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

*The total balance of available funds as of 31st August 2021 was £24472.39
a loss in income to expenditure this year of £1266.77.*

Income - £ 19147.97

Expenditure - £20414.74

It has been a very difficult/different time for everyone again this year and obviously Lettings/Events have been substantially down yet again due to the Covid 19 pandemic, please see list of previous years:

2018 - Lettings/Events - £22,425.77

2019 - Lettings/Events - £20,997.89

2020 - Lettings/Events - £15,890.29

2021 - Lettings/Events - £12,383.30

This said we have been extremely fortunate again this year and received Donations/Grants that have been very much appreciated, please see below list:

17 December 2020 - Alderholt Parish Council Grant - £666.00

19 January 2021 - DCC - State Aid Grant £934.00

3 February 2021 - Estate donation from deceased Mildred Ivy Lucas £200.00

4 February 2021 - DCC Lockdown Grant £1401.00

6 April 2021 - DCC Grant - £1468.00

7 April 2021 - DCC Grant - £95.00

7 April 2021 - Alderholt Community Charity - £1500.00

An extreme amount of money has been gifted to us which is greatly received and has helped to keep our finances healthy, thank you for every single donation.

We have used some of the funds as per the list below:

2 November 2020 - Club Mobile for Bookings Clerk - £19.99

8 January 2021 - Windows repaired - £287.00

3 March 2021 - Projector/Sound Equipment etc- £5950.39

14 April 2021 - CCTV Signs, Racking, Posters - £346.27

4 June 2021 - Railing paint, Business Cards, 1st Aid Kit - £203.25

22 July 2021 - Table and Chairs for Garden Area - £313.96 - unfortunately these were stolen a few days later!

We are still unsure of any new rules and regulations for the future regarding Covid 19, but we have put any criteria required into the hall over the last 18 months as and when the Government have directed us to do so, making our Village Hall as safe as possible for people to use.

Bookings are coming in for 2021 which is extremely positive and we hope these bookings can take place.

The Annual Return for the Charity Commission has been completed and submitted - CRM:0049355

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

*Tina Huntley
Treasurer*

Accounts for the period 1st September 2020 to 31st August 2021

Opening Balance 1st Sept 2020 - £10578.42

Date	Expenses	Income	BANK BALANCE	Lettings	Events	Bar	Grants	Refund	Bank	Deposit Returns	Maintenance	Admin	Assets	Utilities	Insurance	Bar Stock	EDDC Licence
28/9/20	-2258.89	641.48	8961.01	412.00	150.40	79.08			-5.00		-183.25	0.00	-1635.15	-278.11	-81.73	-75.65	
30/10/20	-1884.61	191.62	7268.02	96.00	0.00	95.62			-5.00		-1567.00	0.00	0.00	-170.57	-81.73	-60.31	
26/11/20	-2330.88	1329.40	6266.54	1036.00	108.10	185.30			-5.00		-681.94	-115.00	-1199.03	-248.18	-81.73	0.00	
17/12/20	-158.44	840.88	6948.98	168.00		6.88	666.00		-5.00	-50.00	-17.50	-20.00		-65.94			
25/1/21	-2483.94	1159.00	5624.04	225.00			934.00		-8.00		-744.18		-1241.55	-490.21			
17/2/21	-503.95	1860.80	6980.89		259.80		1601.00		-8.00		-168.10			-65.94	-81.91		-180
31/3/21	-5374.72	2523.17	4132.34	2425.00				98.17	-8.00		-80.00	-60.00	-4716.15	-425.79	-81.78		
26/4/21	-813.02	3420.55	6739.87	60.00		297.55	3063.00		-8.00		-467.59	-75.00	-122.20	-54.94	-85.29		
27/5/21	-489.19	5053.88	11304.56	5047.00		6.88			-8.00		-175.50	-175.00		-45.44	-85.25		
24/6/21	-1957.79	1101.02	10447.79	805.00		296.02			-8.00		-1588.85	-17.45		-258.24	-85.25		
29/7/21	-1441.62	228.13	9234.30	180.00		48.13			-8.00		-553.22	-50.00	-313.96	-356.39	-85.25	-74.80	
26/8/21	-720.69	798.04	9311.65	745.00		53.04			-8.00		-557.50	-24.50		-45.44	-85.25		

Petty Cash Account to 26 Aug 2021 - £37.27

Bingo Float to 26 Aug 2021 - £162.24

Market Float to 26 Aug 2021 - £10.00

CAF Gold Account to 26 Aug 2021 - £14951.23

CAF Cash Account to 26 Aug 2021 - £9311.65

Total Balance of all Accounts to 26 Aug 2021 - £24472.39

APPENDIX 3

Bookings Officer Report – Selina Reidy

Alderholt Village Hall

Booking Officer Report

AGM 12 October 2021

Hall bookings are starting to pick up now after the long covid lockdowns and restrictions. Some of the booking enquires did not go ahead due to the covid restrictions, as guests did not feel that they could invite everyone to their event and felt it best to cancel until restrictions improved. Some have come back and rebooked as restrictions have been lifted.

The end of 2020 and beginning of 2021 the hall stood empty most of the time. Gradually now a good core of regular users are now coming back. We do appreciate that it has not been easy for anyone and are grateful for our regulars coming back and using the hall. We now have two Pilates groups, badminton, short mat bowls and arts club back now on a weekly basis. Our monthly market is now running and the annual pantomime is due to run as usual.

We had a successful performance of the 'Elves and the Shoemaker' in early July, and we have two more events scheduled, 'The Princess and the Pea' in November and The Galloway Choir Carol Concert in December).

We have also run a charity race night where the organisation and profits were shared between the village hall and The Pointer Rescue Service.

Our Macmillan coffee morning was a great success despite the weather.

We are looking to hold more regular charity events thus helping to raise much needed funds for other charities and the village hall.

We have had a varied range of one-off bookings from parties, theatre, workshops memorials; we are looking forward to welcoming many more next year. People are still a bit wary of running an event due to covid rules; this is improving over time.

We have reviewed our hire rates and find that we offer very competitive rates.

All events are published on our website, Facebook page, in the local parish news, on the notice boards in the local shops, and in villages and towns surrounding Alderholt.

We would like to thank everyone who has supported our events and continue to do so to help keep our hall an essential part of the village.

Selina Reidy

Bookings Officer

Alderholt Village Hall