

# Minutes of the Annual General Meeting of Woolavington Village Hall

## Held in the Village Hall

At 6.30p.m.

on 29<sup>th</sup> November 2024

### **1. Committee Attendance:**

The following members/trustees of the Village Hall Management Committee were present:

Chairperson Eddie Marsh - appointed member for the Parish Council

Vice Chairperson Mick Bowden - appointed member for Woolavington Handbell Ringers

Treasurer Alan Thompson - Elected Member

Bookings Secretary Jean Manning – Elected Member

Fran Champion - appointed member for Woolavington Afternoon Group

Doris Marsh - appointed member for the Women's Institute

Carolyn Stroud – appointed member for the Parochial Church Council

Jane Warren – member in waiting

### **Apologies from Committee Members:**

Rachel Smith – appointed member Woolavington Primary School PTA

Martin Draper – Co-opted Member

Mo Retford – appointed member for the craft group who resigned from the committee prior to the meeting

### **Public attendance:**

There were no members of the public in attendance.

### **2. Minutes of the 2023 AGM:**

The minutes from the 2023 AGM were considered and agreed as a true record of the meeting.

There were no matters arising from them.

### **3. Chairperson's annual report:**

I am pleased to report a year of continued success for the Village Hall with bookings continuing to be many and varied as you will hear from the Bookings Secretary and although we have lost some regular users, the hall remaining financially secure as the Treasurer will explain in his report.

Without our dedicated committee of appointed members from not-for-profit organizations that regularly use the village hall and without those members who continue to put themselves forward to be elected to the committee, the hall would certainly not be as well managed or as popular and well thought of as it is. I am frequently told what a great space we have by both hirers and visitors.

Our efforts to recruit more members to the committee have been ongoing and to some degree successful. Having lost two members in 2023 we managed to recruit one new appointed member and a Minutes Secretary who will become an elected member at tonight's meeting.

Our project to decarbonize the village hall has been a long, ongoing process but we are now emerging from the darkness of grant applications, planning, meetings, unforeseen hitches and glitches and into the light at the end of the tunnel.

- We have a working 3-phase solar and battery system
- Our hot water is now all electric supported by excess energy from the solar array
- We have infrared heaters in all our service areas
- We have air to air heat pumps (air conditioning) in the main hall, lounge and Belcher Room
- We have a system to manage the heating which enables us to control precisely our use of electricity in order to save as much energy as possible
- By the time the New Year comes around we will have tested all these systems working together and be in a position to remove the gas heating system entirely thereby allowing us to be as close to carbon neutral as we can.
- The cost of the project so far has been £62,000. £55,000 of this has been funded through grants with £7000 having been match funded from village hall fund
- The final part of the project to remove the old heating system, make good any damage and redecorate the interior of the building is estimated to cost a further £10,000 for which funding will be sought.

Maintaining the Village Hall is becoming more and more expensive. The cost of cleaning materials have increased significantly as have charges contractors make to repair defects. We do receive generous grants from the Parish Council to cover some of these costs but we need to monitor them closely over the next year. We lost our caretaker this month who monitored the condition of the building and made routine repairs when needed. We will be recruiting for a replacement in the New Year.

The aging audio equipment was replaced and a projector and large screen was installed in the main hall. The audio system is well used but we now need to look at better using the projector and screen for film shows etc.

In Early December 2023 The committee organized and ran a free Christmas themed musical evening 'Around the Christmas Tree'. Involving musical talent from the village and children from Woolavington and Moorland schools, the evening was a great success and a similar event has been organized for December 2024.

In line with our decision last year, the Village Flower and Produce Show was led by the Allotments Association. It was held in glorious August weather and the number of entries overall was up slightly on the previous year. However football was light and the number of entries for the fruit, vegetable and flower sections was disappointing considering the number of allotments in the village. The Allotments Association gained a lot of experience from the event and has agreed to run it again in 2025 using the additional knowledge gained to improve the show with the continued support of this committee.

The Family Fun Day held in September was very successful, a lot of families attended and despite many of the activities being free, over £1000 was raised to support next year's fun day. We as a committee also learned from the day and next year hope to be able to offer more outdoor activities depending on how many volunteers we can co-opt into helping on the day.

#### **4. Treasurers annual report:**

The audited accounts are attached to these minutes. We are financially secure and even if we had not received any grant from the Parish Council we would have made a surplus of £3235 this year. Regular booking income is down by 2% but one-off (contract) bookings are up by 7%.

**4. Bookings Secretary Report:**

Bookings from 1<sup>st</sup> October 23 to 30<sup>th</sup> September have been very busy. The reputation of the hall has spread and we are getting bookings from far and wide. There have been lots of children’s birthday parties – probably due to our favourable hire rates. There have been some changes to our regular bookings but we continue to be a busy hall.

Bookings for each room have been as follows:

- Belcher room 205
- Lounge 341
- Main Hall 556

HallWizard continues to work well and most people are using our website and the calendar to make their own bookings. Tho ongoing improvements we are making to the hall will ensure it remains and popular and successful venue.

**5. Future Plans for the Village Hall.**

- Complete and then review the decarbonization project.
- Following the redecoration of the internal areas look at what can be done to improve the outside of the hall particularly the cracks in the render.
- Look at what might be done to modernize the toilets in both the main foyer and Belcher room.
- 3 year review of hire groups and charges for updating on 1<sup>st</sup> April 2025.
- Continue to look at how we might organize more activities to raise fund for the hall.
- Complete the Hallmark accreditation which is due in July 2025.

**7. Public questions.**

None.

**8. Any Other Business.**

It was noted there was no agenda item for the election of members to the committee. As there were no members of the public in attendance the election will be performed at the General Meeting following the AGM

**The Meeting closed 7.00p.m.**

Signed as a true record.....

**WOOLAVINGTON VILLAGE HALL**

**Receipts and Payments for year ended 30th September 2024**

	2023/24
<b>Income</b>	
Regular Lettings	13761.20
Contract Lettings	4509.33
Fundraising & Donations	1578.82
Interest	41.27
Grants-towards Village Fun Day	720.00
Woolavington Parish Council	5100.00
Somerset Community Foundaton	10000.00
Sundries	
<b>TOTAL INCOME</b>	<b>35710.62</b>
<b>Expenditure</b>	
Utilities	3803.60
Insurance	1465.61
Cleaner contract	4094.25
<b>Repairs &amp; Maintenance</b>	
Other	3723.84
Consumables	1325.31
Bookings refunded	
Caretaker contract	1705.00
Fete expenses	1111.09
coffee afternoon expenses	106.00
<b>Improvements</b>	
Hot water System Replacement	9228.00
light & Sound improvements	5383.20
Solar	2695.00
Misc & Internet	941.23
<b>TOTAL EXPENDITURE</b>	<b>35582.13</b>
<b>Surplus for year</b>	<b>128.49</b>

*P.D. Cuddey* 18/11/24

I hereby certify that the above figures (and those on the accompanying Balance Sheet and Bank Reconciliation Statement) are a true representation of the accounts, compiled from records supplied by the Treasurer.

**WOOLAVINGTON VILLAGE HALL**

**Receipts and Payments for year ended 30th September 2023**

	2022/23
<b>Income</b>	
Regular Lettings	14007.00
Contract Lettings	4197.50
Fundraising & Donations	1733.86
Interest	160.23
Grants- Villages Together	500.00
Woolavington Parish Council	5164.00
Sedgemoor District Council	8446.46
Sundries	60.33
<b>TOTAL INCOME</b>	<b>34269.38</b>
<b>Expenditure</b>	
Utilities	3249.97
Insurance	1087.86
Cleaner contract	3758.62
<b>Repairs &amp; Maintenance</b>	
Other	2215.39
Consumables	1545.49
Bookings refunded	656.00
Caretaker contract	1838.12
Fete expenses	1004.01
coffee afternoon expenses	125.31
<b>Improvements</b>	
Solar panels	16140.34
Misc & Internet	1290.89
<b>TOTAL EXPENDITURE</b>	<b>32913.00</b>
<b>Surplus for year</b>	<b>1356.38</b>

**WOOLAVINGTON VILLAGE HALL**

Balance Sheet as at 30th September 2024

<b>Fixed Assets</b>	
Freehold, 1 Higher Road - nominal sum	26873.10
National Savings Investment	26873.10
<b>Current Assets</b>	
Current Account	34298.23
Deposit Accounts	1661.47
Cash in Hand	120.66
	<u>36080.36</u>
<b>Financed by</b>	
Balances as at 30 September previous year	29951.87
National Savings Investment liquidated	6000.00
Plus surplus ( - deficit) for year	128.49
Balance end of current year	<u>36080.36</u>
<b>Bank Reconciliation Statement</b>	
<u>Balances at 30 September previous year</u>	
Current Account	28198.62
Deposit Account	1632.59
Cash in Hand	120.66
Total Income	29951.87
	35710.62
LESS Total Expenditure	65662.49
	35582.13
	<u>30080.36</u>
<u>Balances at 30 September current year</u>	
Current Account	34298.23
Deposit Account	1661.47
Cash in Hand	120.66
	<u>36080.36</u>

**WOOLAVINGTON VILLAGE HALL**

Balance Sheet as at 30th September 2023

<b>Fixed Assets</b>	
Freehold, 1 Higher Road - nominal sum	26873.10
National Savings Investment	6000.00
	<u>32873.10</u>
<b>Current Assets</b>	
Current Account	28198.62
Deposit Accounts	1632.59
Cash in Hand	120.66
	<u>29951.87</u>
<b>Financed by</b>	
Balances as at 30 September previous year	28595.49
Plus surplus ( - deficit) for year	1356.38
Balance end of current year	<u>29951.87</u>
<b>Bank Reconciliation Statement</b>	
<u>Balances at 30 September previous year</u>	
Current Account	26852.70
Deposit Account	1622.13
Cash in Hand	120.66
Total Income	28595.49
	34269.38
LESS Total Expenditure	62864.87
	32913.00
	<u>29951.87</u>
<u>Balances at 30 September current year</u>	
Current Account	28198.62
Deposit Account	1632.59
Cash in Hand	120.66
	<u>29951.87</u>