

## BUCKLAND NEWTON VILLAGE HALL COMMITTEE

Minutes of the Annual General Meeting held at the Village Hall on 31<sup>st</sup> May 2012 at 8.00 pm

### ATTENDANCE

Nicki Barker [NB] (*in the chair*), Jeremy Collins [JC], Mark Douglass [MD], Jan Marpole [JM], Trevor Marpole [TM], Michael Moore, Fran Parker [FP], Ian Scott [IS], Sue Sulkin [SS].

#### 1. APOLOGIES

Apologies were received from Sue Nickisson [SN], David Oswald [DO], Philippa Perrett [PP], Jane Thrift [JT].

#### 2. APPROVAL OF THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 9<sup>TH</sup> JUNE 2011

The minutes were circulated by the Minute Secretary. Approval of the Minutes was proposed by Ian Scott, seconded by Trevor Marpole and agreed unanimously by those at that meeting and signed by the Chair.

#### 3. MATTERS ARISING

It was reported that the new Hall Licence was working well and that Artsreach events in 2011/12 had been more successful.

#### 4. CHAIR'S REPORT

The Chair reported that it had been a good humoured and very productive year for the committee. All members had put in a huge amount of hard work on a variety of different fronts that were too long to itemise, but the Chair particularly thanked Trevor Marpole for his endless patience and expertise in his non-stop maintenance role, to Sue Sulkin and Janet Shaw for all their initial Kitchen research and to Fran Parker who had helped hugely in the onward implementation of the Kitchen project. Lastly, but certainly not least, thanks were due to Sue Sulkin again, in her role as Treasurer and Hall Booking Clerk. She not only kept the Village Hall solvent but went way beyond this in keeping the day to day running of the hall functioning smoothly.

2011 finally saw the fruits of a great deal of thought and difficult decisions in early August with the completion of the new Kitchen. This had been followed in rapid succession by the annual clean up and repaint job on the whole hall, which included redecoration of the new kitchen with the Committee bolstered by innumerable willing hands. A reorganization of the storage space had taken place. Thanks to the mammoth efforts of the Philippa Perrett and Jane Thrift in sifting out the stockpile of Playgroup equipment no longer needed, and liaising with the newly formed Youth Club, a sensible handle on the storage space had been achieved, ensuring that all groups had an allocation that fitted their needs.

The final cost of the Kitchen ended up at £5690 excluding VAT.

This had been achieved without dipping into the VH Reserve funds. In these very uncertain economic times it had been good to keep this cushion as intact as possible. The funding came from a variety of sources: a donation from the 2010 Village Fete, 2 donations from the BN Charities, a grant from WDDC's Leisure Development Fund and all the fundraising efforts of individual user groups. In November the new kitchen had been inspected by the local Council Environmental Health Officer and all the hard work rewarded with it receiving a 5 star rating.

The August clean up had thrown up two major issues that needed to be dealt with: the need for new hot water heaters for the Bar/Cloakroom and the Ladies Toilet, and the source of a constantly damp patch of tarmac. The first had been the easier of the problems to resolve and heaters had now been installed with their £560 cost being generously covered by a donation from the 2011 Fete proceeds.

The more serious and difficult problem had been the discovery that the source of the constantly damp area of tarmac to the north of the hall was a fairly strong flowing spring. The initial draining of it to our boundary eventually had led to seepage into the adjoining garden in Stephens Walk. In January Martin Perrett had come to our rescue and piped the spring into the main drain running through the gardens of Stephens Walk. Two fence panels have been replaced as a thank you to our neighbour for allowing us to hook into his drain and once again the hall had benefited from the generosity of volunteers as Martin made no charge for his work. This last exercise had itself thrown up an issue of one of our drains being choked with roots which would need to be addressed.

The Hall continued to really fulfil its community role now and the regular group bookings were rising.

Although we were sad to see the departure of the Playgroup to the school having hosted them for an unbelievable number of years, we had not lost, but gained youthful groups. The Goslings or Mothers and Toddlers were thriving and increasing in numbers and we also had a newly formed and immensely successful Youth Club drawing in 35 or so youngsters and teenagers.

All the effort put into the maple sprung floor when the Hall was rebuilt almost 11 years ago was paying dividends too in attracting activity classes. We now had a new and very successful Pilates Class alongside Yoga, Keep Fit and Youth Moves. We also had a new Art Class joining other regular users of the Garden Club, Lydden Ladies, Lunch Club and the increasingly popular Village Café.

On the Drama and music side the Hall had hosted a selection of really good Artsreach events thanks to the efforts of Fran Parker and Ian Scott, but nothing could compare to the highlight of the

BAPS Cinderella Pantomime in March which had involved a huge swathe of the village in major, minor, backstage and every other conceivable role and did a huge amount to dispel to winter gloom.

## 5. TREASURER'S REPORT

The Treasurer presented the accounts for the year (attached) and reported as follows:

The Hall had a good year with the main improvement being the refurbishment of the kitchen. A total of £6364.96 had been paid to Simply Kitchens, £430 for the flooring and £36 for the blinds, totalling £5,683.98. This was covered by donations from user groups, the Fete, United Charities and a grant from WDDC

Although the bookings were down due to the loss of the Playgroup to become the Pre-School at BN Primary School, there were two new classes of Pilates and an Art Class which were well attended and should make up the shortfall. The new Youth Club was thriving and it was good to be able to add that age range to the list of users. An advertisement would also be placed in the Lydden Vale News to encourage use of the Hall for parties, meetings etc.

Artsreach had continued to use the Hall and generated £231.10 from the hire fees and £257.30 from refreshments. The BAPS Pantomime had been a huge success and raised £286 from fees for the use of the Hall.

The Treasurer noted that the excess of expenses over income shown in the accounts was because some of the donations for the kitchen project had been received in the previous financial year. The running costs of the Hall had been met from income.

Adoption of the accounts was proposed by Jan Marpole, seconded by Jeremy Collins, and agreed unanimously.

## 6. NOMINATIONS TO THE HALL MANAGEMENT COMMITTEE FROM USER ORGANISATIONS

Nominations were as follows:

Lydden Ladies – Jan Marpole  
Gardening Club – Vivianne Bernhard  
Parochial Church Council – Jeremy Collins  
Parish Council - Trevor Marpole  
Artsreach – Fran Parker  
Village Café – Fizz Lewis  
Youth Club – David Oswald  
Playgroup/Toddlers – Philippa Perrett  
Lunch Club - Mark Douglass  
BAPS – Trevor Marpole  
Young Farmers – vacant  
Yoga – Nicki Barker  
Fete Committee – Jeremy Collins

Wayfarers – Helen Simpson  
Keep Fit / Pilates – Sue Sulkin

The nomination of members above was proposed by Ian Scott, seconded by Michael Moore and agreed unanimously.

7. **ELECTION OF OTHER MEMBERS OF THE COMMITTEE**  
Ian Scott was proposed by Nicki Barker, seconded by Sue Sulkin and elected unanimously.
8. **APPOINTMENT OF AUDITOR**  
The appointment of Sharon Calcutt as auditor was proposed by Ian Scott, seconded by Nicki Barker and agreed unanimously. The honorarium was agreed at £80.
9. **ITEMS RAISED FROM THE FLOOR AND ANY OTHER BUSINESS**  
No matters raised.

The meeting closed at 8.28 pm.

# Buckland Newton Village Hall

## Income and Expenditure Account For the year ended 31 March 2011

<b>Income</b>	<b>2011</b>	<b>2010</b>	<b>Expenses</b>	<b>2011</b>	<b>2010</b>
<b>Running account</b>			<b>Running account</b>		
Hire of hall	5,076.50	4,701.00	Cleaning	1,198.98	1,640.92
Bank interest	47.55	59.87	Electricity and heating oil	1,508.07	1,409.13
Southern Electric Wayleave	7.54	7.32	Insurance	630.84	742.55
			Water rates	136.14	133.70
			Repairs and maintenance	836.24	375.93
			Garden maintenance	320.00	370.00
			Bank charges and interest	0.70	10.00
			Sundry expenses	209.84	113.58
<b>Other income</b>			<b>Other expenses</b>		
Village hall events & donations	1,583.70	56.00	HM Revenue and Customs		
Fete	-	460.00	payments	536.74	717.56
Bar and food profits	123.80	91.30	Replacement windows	1,608.00	-
HM Revenue and Customs					
refunds	223.93	-			
			Excess of income over expenses	77.47	
	<u>7,063.02</u>			<u>7,063.02</u>	

## Statement of funds For the year ended 31 March 2011

Balance of funds as at 1 April 2010	25,358.57
Balance of funds as at 31 March 2011	
HSBC Village Hall Trust account	1,404.47
CAF Gold account	<u>24,031.57</u>
	25,436.04
Excess of income over expenses	<u>77.47</u>