SHALFORD VILLAGE HALL MANAGEMENT COMMITTEE

MINUTES OF THE ANNUAL GENERAL MEETING

HELD 8th April 2026 at SHALFORD VILLAGE HALL at 7pm

COMMITTEE MEMBERS PRESENT: Cllr Andrew Hull (Chair), Ian Butcher (Vice-Chair & Football), Jane Mills (Treasurer), Mel Fray (Secretary), Nicola Walton (Booking Clerk), Brian Turner, Anthony Bray (Bowls), Kevin Welsh, Del Holland, Debbie Little, Cllr Martin Gould (Parish Council)

OTHERS PRESENT

Ian & Carol Hussey, Debbie Brignull-Harvey.

APOLOGIES:

None

1) Chairman's Welcome and Address

Good evening all and welcome to our AGM. To start off I am going to simply steal the opening paragraphs of Colin's speech last year. I am doing this not just because it is easy but because it summarises some of the mechanics of this evening's meeting but more importantly gives a good baseline as to where we left off last year so we can highlight what we have achieved to date.

So before Colin gave his report, he reminded everybody that the Management Committee is made up of 7 elected members, 3 nominated members and 2 further members can be co-opted. The 3 nominated members are from the Bowls Club, Football club and Parish Council.

The Village Hall is a registered charity under the Charities Act 2011 and so as a member of the Management Committee you are also a Trustee of the charity. As such (and I quote) you must act reasonably and prudently in all matters relating to the Charity and must always pursue the interests of the Charity to the exclusion of personal prejudices and interests. So even if you are one of the 3 nominated members your first duty is to ensure the ongoing viability of the Village Hall.

All Committee members stand down at this meeting and at the end of it the new Committee is elected. That Committee then meets and elects its officers, Chairman, Deputy Chairman, Secretary, Treasurer and Booking Clerk.

Under Colin's chairmanship and with the help of a core group of Committee members, many of whom are still on the committee, we have raised around £150,000 from fund raising and grants for the upkeep and improvement of the facilities. In the Hall we have renovated the showers, toilets and kitchen, installed new windows and renovated the roof and ceiling along with redecoration.

Outside we had the estate fencing installed, the tennis court and basketball area refurbished and installed the wooden children's play equipment. There have also been several other smaller projects.

The recreation ground has been maintained throughout to a high standard which has been recognised on a number of occasions by the Essex Playing Fields Association in awarding both the cricket and football pitches "Best kept pitch".

However, there is still a lot to be done. The car park, which is often a bone of contention, needs enlarging, the fencing around the children's playground needs completing and the machinery sheds at the end of the field are becoming dangerous. Also our biggest outlay is on energy, oil and electricity so the installation of solar panels needs investigating.

As you can see this provides a good baseline as to what has been achieved in the past, so let me bring you up to date on what has been achieved this year.

Firstly, as is clear for all to see, the car park has been enlarged, the timing of which couldn't have been better after such a wet winter. The original quote for this work was almost £30k when we first looked to have this done, This project came in considerably lower thanks to the huge generosity of a few. I would like to thank Sanjee and his family for the financial contribution and help, to Martin Gould for his generous donation and to G and B Finch for the preferential prices on the materials. However a special thanks needs to go out to Phil Blumfield from Deersbrook Farm who went above and beyond by supplying a tractor and trailer and with the help of Kipper, Charlie and Darren were able to help me for a few days to get the job done. We worked out that between us we provided over £12k worth of work and muck away. Times have been extremely tough for the farming community these last few years (and continue to look extremely challenging) so for Phil and his team to be so generous at such a busy time of year is a real credit to him and his team.

Secondly, the fencing around the play area has been completed; phase one of it anyway. This was mostly thanks to Section 106 money already allocated for this specific job and released by the PC. It is nice to see the play area a little safer.

Thirdly, with thanks to Kevin, our play area, at first considered nearing the end of its usable life has been professionally assessed by a health and safety expert and all issues have been identified and rectified, we hope to get a good few years out of the play area yet.

Fourthly, and unexpectedly, it seemed we had to upgrade our fire alarm system to fulfill our obligations in providing the safest building we can. This came in at an eye watering six thousand pounds. Buildings used by the public are expensive to run, very expensive.

This takes me to a point made by Colin at last years meeting, our expenditure in relation to our income from letting the hall, always runs at a deficit. A large part of this deficit is our expenditure on heating oil and electricity, so a small team of us have been looking into the installation of solar panels and the potential of switching to an air source heat pump. I

would like to thank Kevin in particular for his work on this and we have made good progress. However these things are never easy, solar panels will also need to include replacing the entire flat roof at the very minimum, again these are huge costs that we will incur but with the geopolitical situation in the Middle East playing out at this very moment, it seems a cost we will have to swallow to ensure the long-term viability of the hall. This will be our major focus for this year, so lets see how we get on by the next AGM.

With all this in mind there are two additional points I would like to make. Firstly, it is village hall policy to keep at least one years worth of expenses in reserves, at all times. The world is uncertain and volatile, there may be another COVID style outbreak but next time there may be no government support, so we have to have a contingency for any eventuality. Secondly, all discounts for hirers are now coming to an end, we must prioritise the long term future and success of the hall, for generations to come, therefore we cannot hire out the hall to the point we are making a loss and it is grossly unfair that we are expected to do so. The costs involved with simply running and maintaining the hall, to such a high standard, are simply too great and that's before we factor in the huge costs of future projects like repairing the flat roof or resurfacing the tennis court etc.

Anyway, I have talked too much and could talk for hours about our future plans. I would, however like to give some thanks to our committee

Kevin, thank you for taking the lead on the solar, your endless handyman skills, project management and your enthusiasm.

Del, the jobs you have been doing, from refurbishing the benches to touching up paint work in the hall has been something we have sorely missed in the past, so thank you

Mel, thank you for keeping us all on the straight and narrow and for the extensive minutes. Mostly thank you for your enthusiasm, highlighted by the fun events you have taken the lead on organising from the Halloween quiz to the line dancing and karaoke.

Ian, your help as vice chair has been invaluable, from dealing with various trades to fixing things within the hall itself.

Martin, your generosity and enthusiasm is brilliant and we hope you will stay on as PC rep and that your mum continues to take centre stage at the karaoke!

Jane has done a magnificent job as treasurer, yet again. This is an absolutely crucial role, thank you Jane

Dougy, I know things are tough for you away from the Hall yet you still find the time to ensure the grounds are some of the best in the County.

Nicola, booking clerk in many ways is one of the tougher roles but yet again you have done a brilliant job.

Debbie, we look forward to seeing if you can help with all matters concerning insurance

Tony, I think we may be doing an open mic night just for you and your ability to turn up to an event and make a difference is valued.

There are many others who have helped in some way, Garry Mills and Vic Goodey for example. The point I would like to end with is, together we can make this hall and grounds one of the best in the area, but more importantly I believe coming together to achieve our goals makes our community stronger. This community spirit is what village life is all about and is what makes Shalford great.

2025/2026

Registered Charity No.301392

Income from Shalford Village Hall		**Expenditure**	
Dance and fitness classes	£565.00	Heating Oil	£1,252.92
Dog Training & club ladies	£3,360.00	Electricity	£1,264.25
Charity Hirers	£815.00	Water	£882.00
Local societies	£3,830.60	Cleaning	£2,700.00
Parish and District Councils	£871.44	Insurance ,RCCE,PRS & Fire	£3,134.44
Private Hirings	£1,020.00	Sundries	£379.58
	£10,462.04	Indoor maintenance	£1,564.84
		Return of deposits	£0.00
		Other	£404.28
			£11,582.31
Income from Shalford Village Sports Field			
Tennis Club	£214.00	Grass cutting	£1,815.00
Football Pitch	£585.00	Sports field maintenance	£4,617.18
Cricket Pitch	£975.00		
Outdoor / car park area	£2,207.25		**£6,432.18**
	£3,981.25		
Income from Grants	**£2,000.00**		
Donations and bequests	**£1,000.00**	Investment expenses	£445.32
From Investment Project	**£17,116.80**	Royal British Legion	£1,000.00
Income from Interest	**£401.64**		**£1,445.32**
Fundraising	£477.00		
Returnable deposits	£0.00		
	£20,995.44		
TOTAL	**£35,438.73**		**£19,459.81**
		Excess of income over expenditure	**£15,978.92**
	£35,438.73		**£35,438.73**

BALANCE SHEET 2025/2026

Shalford Village Hall Management Committee

Registered Charity No.301392

Statement of Financial Position as at 28th February 2026

Expenditure £19,459.81

Bank reconciliation at 28th February 2025			Bank reconciliation at 28th February 2026		
Community Account	£8,502.50	£37,406.00	Community Account	£16,384.97	
Virgin Savings Account	£28,903.50		Virgin Savings Account	£37,000.00	£53,384.97
Income		£35,438.78			
		£72,844.78			£72,844.78

To Shalford Village Hall Committee
As Treasurer , I present the Statement of Income & Expenditure and the financial position of the Accounts as a true and fair view of the state of the financial affairs of the Shalford Village Hall Management Committee

Jane Mills
Treasurer
2.3.26

To: Shalford Village Hall Committee

I have audited the accounts as Presented (Limited Assurance) of the Shalford Village Hall Committee and agree that they Present a true account of the Proceedings during the Financial Year ending 28th February 2026.

Fiona Lawes APFS
Chartered Financial Planner

01.04.2026