

AGM Minutes Monday 3rd March 2025

Attendees: Iain Wright (Chair) Chris Thompson (Sec) Nick Moriarty & 13 members of the public.

1. Apologies

Dawn Harris

2. Minutes of the previous AGM

Agreed

3. Matters Arising

None

4. Roof Replacement

- a. Negotiations with the National Lottery have been successfully completed and work should begin in April. The hall will continue to be in use.

5. Chairman's Report (see separate sheet)

6. Treasurer's Report (see separate sheet)

As the VHMC has no Treasurer, the Chairman presented the accounts which have been prepared by a chartered accountant. The hall made a small profit of £1095 last year. As the hall will need further maintenance it has been decided to raise the hire costs by 5% in April.

7. Election of the VHMC

The VHMC was re-elected. Claire Buller proposed & Rachel Hitchcock seconded.

8. A.O.B.

- a. Rachel Hitchcock thanked the VHMC for their hard work.

A.G.M Speech 2025

Good Evening and welcome Ladies and Gentlemen.
Many thanks for coming to the Village Hall A.G.M.

Our grateful thanks go to the late Peter Mann for his diligence in managing the village hall financials and to his widow, Anna, for her continued support while we are attempting to change the banking parameters with Santander Bank.

This has been a very difficult year, not only due to the sudden death of our late Treasurer, Peter Mann, but also in dealing with the various different people at the National Lottery, causing the application to be re-submitted.

In addition to that Santander Bank has proved to be extremely difficult a) in removing Peter Mann and b) to move to on-line banking. Hopefully the latter is nearly resolved. (This work started in September 2024).

A further complication was the fact that the National Lottery insisted that not only was the property and Webbs Meadow registered but also the Lease. This is on-going.

Our grateful thanks are due to all of the people who hire the hall, especially those organisations from within the village and its immediate neighbour's.

The Village Hall Management Committee has benefitted from additional sources of funding during the year, and

one such event is the village lunches. As you will see in the Treasurer's statement the village lunch 'take' is reduced simply because two new fridges were bought for the kitchen; one being glass fronted.

We are grateful to all of the ladies and especially Terri Bannister and Gale Scott for their prestigious efforts in enabling the lunches to take place for the rest of the team.

Our grateful thanks also extend to our cleaning team, headed by Amy, for keeping the hall presentable to a reasonable standard for incoming users.

Within the Charity Commission documentation, may I take this opportunity to remind you of the 'Object of Charity', under Clause 2 section 1, which states *"the object of the Charity shall be the provision and maintenance of a village hall and a recreation ground for the use of the inhabitants of the Parish of Nayland with Wissington and the neighbourhood thereof (the area of benefit) with distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation an leisure-time occupation, with the object of improving the conditions of life for the said inhabitants"*.

The Village Hall Management Committee are grateful for all the promised donations to ensure that the re-roofing and photovoltaic panels will take place. The current donations include :

£60,000 from our Parish Council

£20,000 from the Community Council
£10,000 from Green Energy Nayland
£1,000 from Nayland Village Players
£1,000 from Nayland Horticultural Society
£1,000 from Nayland Conservation Society
£1,000 from Suffolk CC Locality Budget

together with other personal donations.

We have received a significant grant from the National Lottery of £275,305 and we are currently awaiting a decision on the £110,000 from Babergh District Council which goes to cabinet on the 11th of this month.

The construction costs for the re roofing are in the region of £475,000. There are also additional costs for the professional services of the Architect, the Principal Designer, under the Construction and Design Management Regulations (Denis Murphy), the Quantity Surveyor (Tillyard and Partners). Tillyards were the Quantity surveyors for the Village Hall Extension which was constructed during 1999.

In addition to this, as part of the National Lottery requirements, we have had to register the Title of the property and our Lease. The Parish Council is in the process of registering the Title because they are the ultimate owners, with the Village Hall Management Committee being the tenants.

There are caveats within the Grant to ensure that the money is spent on the re-roofing project only. Our

lawyer, Robert Cottingham, is engaged in resolving these matters and expects his work will complete during March.

Treasurer's Report

Normally, at this point, I would hand over to the Treasurer who would give you some update about the financials and how the village hall stands financially.

You will all see before you the Village Hall Accounts, which will be audited in due course. These have been prepared by a Certified Accountant using the information available.

You will see from the Accounts presented that your VHMC ran the hall with a slight profit of just over £1,000. This is a direct result of the village cinema and the village lunches.

It is clear to your Village Hall Management Committee that the Village Hall hire charges cannot sustain the village hall which is now over 50 years old and will require regular maintenance and upgrades to keep your hall in good condition. I propose putting our hire charges up by 5% with effect from 1st April.

The village cinema, run by Karen and her team, is going from strength to strength and the additional option of a simple Italian style meal before the start of the film has

proved to be very popular. The Village Hall Management Committee is grateful to the local Deli for stepping up and offering food and the Management Committee is confident that this has led to increased numbers attending the cinema.

As mentioned earlier, one of the great difficulties I have experienced during my temporary spell as acting Treasurer is dealing with Santander Bank to ensure that we can move with the times to a single cheque signatory or, more positively, on-line banking. This enables the VHMC to have up-to-date bank statements, instead of monthly in arrears. Hopefully the process of changing these terms of reference have been complied with as, whilst dealing with Santander Bank a formal complaint was raised and compensation will be issued to the VHMC bank account. This was as a direct result of their Chief Executive Officer, based in London.

Turning now to the construction contract and costs : There have been significant additional legal costs for dealing with the property registration and ensuring that the National Lottery's and any other conditions are met to properly safeguard the grants for the project. The total anticipated project cost is £547,851.75 which includes allowances for contingencies. You will see from the thermometer that there is a slight surplus.

You will see from the breakdown below where we have benefitted from both grants and services 'in kind' to enable the lottery match funding criteria to be met.

Source of Match Funding	Date Match Funding Starts	Date Match Funding Ends	Secured Amount	Unsecured Amount	In-Kind Amount	Total
Nayland with Wissington Parish Council			£60,000			£60,000
Nayland Village Hall reserves			£47,700			£47,700
Nayland with Wissington Community Council			£10,000			£10,000
Green Energy Nayland			£10,000			£10,000
Nayland Village Players			£1,000			£1,000
Suffolk County Council locality grant			£1,000			£1,000
Public donations			£1,250			£1,250
Music event in Village Hall, Proms in the park (The field behind the Village Hall) Afternoon tea and Grant from Babergh District Council			£7,896			£7,896
Babergh and Mid Suffolk grants				£110,000		£110,000
Nayland Horticultural Society			£1,000			£1,000
Professional fees including the Architect, Structural engineer and project manager 9600+3500+8500=21600					£22,700	£22,700
Total			£139,846	£110,000	£22,700	£272,546

Our grateful thanks go to all those involved who have donated their services and, being cautiously optimistic, we hope to start the installation of the PV panels and re-roofing in April of this year.

There is currently a question on the project as to whether the project is VAT exempt or not and your Management Committee have engaged Dedham Vale Consultants to look at this matter carefully to ensure that we have the correct answer.

Your Committee members are willing to stand again for next year, subject to a formal proposal and seconder and I point out that we need more members and Committee members and hope that some of the regular booking organisations will be sending a representative member. We also need a new Treasurer as it is manifestly wrong for me to manage the funds, the construction of the re-roofing project, and the VHMC all at the same time. So, if any volunteers for Treasurer or anyone wishing to join the Committee please stay behind and talk to me or get in touch via my email ian.wright@iwaltd.co.uk

NAYLAND VILLAGE HALL
Year 2024 to Date

		<u>2023</u>	<u>Year to Date</u>	<u>2024</u>
				<u>24-Feb-25</u>
<u>Income</u>				
Balance Brt Fwd(Start of year)		74632.04	Balance Brt Fwd(Start of year)	88053.09
Cntr No	<u>Element of Income</u>		<u>Element of Income</u>	
1	Village Hall	24131.50	Village Hall	23081.66
2	Playing Field	350.00	Playing Field	0.00
3	Cinema	3220.28	Cinema	2399.48
4	Interest on COIF	1509.62	Interest on COIF	1842.24
5	Fundraising	10686.56	Fundraising	865.00
6	Miscellaneous	3612.03	Miscellaneous	0.00
7	Village Lunch	1983.95	Village Lunch	381.00
8	Next Year	774.00	Next Year	0.00
9	Rates refund	0.00	Rates refund	488.25
10				0.00
11				0.00
12	Contras	0.00	Contras	0.00
13	Reserved	0.00	Reserved	100.00
CHECK SUM		<u>46267.94</u> 120899.98		<u>29157.63</u> 117210.72
<u>Expenses</u>				
1	Caretaker/Cleaning	7455.75	Caretaker/Cleaning	6667.23
2	Water	1209.21	Water	393.99
3	Electricity	3387.81	Electricity	5118.49
4	Oil	3005.82	Oil	2707.50
5	Maintenance	4280.41	Maintenance	6704.48
6	Playing Field	1008.00	Playing Field	336.00
7	Cinema	2547.32	Cinema	1813.90
8	Miscellaneous/Return Deposit	5403.66	Miscellaneous/Return Depo:	708.30
9	Communications	1001.49	Communications	1301.58
10	Insurance	1507.70	Insurance	1658.86
11	Business rates	144.00	Business rates	651.42
12	Depreciation	1895.72	Depreciation	1866.17
13	Reserved	0.00	Reserved	0.00
CHECK SUM		<u>32846.89</u>		<u>29927.92</u>
<u>Balance</u>				
	COIF2 (Endowment)	15630.25		16431.07
	COIF	20326.24		21367.66
	Debtors	45.00		135.00
	Bank	28463.40		27612.58
	Cash	388.04		402.50
	Assets	23200.16		21333.99
CHECK SUM		<u>88053.09</u> 120899.98		<u>87282.80</u> 117210.72
Total Receipts for Year		42655.91		29157.63
Total Expenses for Year		30951.17		28061.75
Surplus/(Deficit) for Year		<u>11704.74</u>		<u>1,095.88</u>

Nayland Village Hall Inventory

Item	Number	Acc 2020	Depn charge	Acc 2021	Depn charge	Acc 2022	Depn charge	Acc 2023	Depn charge	Acc 2024
Elec Cooke *	1	1	0	1	0	1	0	1	0	1
Fridges*	2	1	0	1	0	1	1	0	0	0
Soft Blue Chairs	49	126.6	42.18	84.42	35.42	49	0	49	0	49
Plastic Stack Chairs	67	67.01	0	67.01	0	67.01	0	67.01	0.01	67
Upholstered Chairs	25	25.01	0	25.01	0	25.01	0	25.01	0.01	25
Folding Chairs	95	122.71	27.7	95.01	0	95.01	0	95.01	0.01	95
Folding Chair Stand	2	6.49	4.48	2.01	0	2.01	0	2.01	0.01	2
Lightweight 6' Tables	18	27.83	9.82	18.01	0	18.01	0	18.01	0.01	18
Small Light Tables	18	27.95	9.94	18.01	0	18.01	0	18.01	0.01	18
Wooden Card Tables	9	9.29	0.28	9.01	0	9.01	0	9.01	0.01	9
Metal Card Tables	0	0	0	0	0	0	0	0	0	0
Fridge in Bar*	1	1.01	0	1.01	0	1.01	0	1.01	0.01	1
Tea Trolley	1	1.01	0	1.01	0	1.01	0	1.01	0.01	1
Elec Water Heater*	1	1	0	1	0	1	0	1	0	1
Kitchen Waste Bin	1	1.01	0	1.01	0	1.01	0	1.01	0.01	1
Paper Towel Bin	2	2.01	0	2.01	0	2.01	0	2.01	0.01	2
Digital Elec Piano*	1	1	0	1	0	1	0	1	0	1
Vacuum Cleaner*	1	1	0	1	0	1	0	1	0	1
Step Ladder	1	1.29	0.28	1.01	0	1.01	0	1.01	0.01	1
Bar Coffee Tables	4	4.01	0	4.01	0	4.01	0	4.01	0.01	4
Microwave Oven*	1	1	0	1	0	1	0	1	0	1
Hostess Trolley*	2	2	0	2	0	2	0	2	0	2
Heated Tray*	1	1.01	0	1.01	0	1.01	0	1.01	0.01	1
Chair Trolley	1	15.41	5.14	10.27	5.14	5.13	4.13	1	0	1
Cinema Screen	1	76.65	25.54	51.11	25.54	25.57	24.57	1	0	1
Film Projector*	1	1	0	1	0	1	0	1	0	1
Blu Ray Player*	1	1	0	1	0	1	0	1	0	1
Dish Washer*	1	1	0	1	0	1	0	1	0	1
Cutlery, Plates, Cups etc**	0	0	0	0	0	0	0	0	0	0
Nayland Youth Club Assets										
Held as 'Bailee' in										
Lieu of Non Payment.		319	0	319	0	319	0	319	0	319
Add										
Elec Cooker/Hot Oven* 2015	1	1	0	1	0	1	0	1	0	1
Glass Washer* 2016	1	265.2	264.19	1.01	0	1.01	0	1.01	0.01	1
Heating Boiler 2017	1	3833.1	547.58	3285.52	547.58	2737.94	547.58	2190.36	547.58	1642.78
Cinema Update 2018		3784.8	0	3784.8	0	3784.8	0	3784.8	0	3784.8
										0
Electrical Update Kitchen (PV076/2015)		3655.81	0	3655.81	0	3655.81	0	3655.81	0	3655.81
Av Cabinet (PV067/19)	1	570.06	63.84	506.22	63.84	442.38	63.84	378.54	63.84	314.7
Hearing Loop Update (PV103/19)		816	0	816	0	816	0	816	0	816
Misc Adjustment.		4.52	0	4.52	0	4.52	0	4.52	0	4.52
Electrical Wall Heater (PV052/2021)		1077	107.7	969.3	107.7	861.6	107.7	753.9	107.7	646.2
New Front Doors (PV017+069/2022)					0	5961	596.1	5364.9	596.1	4768.8
New Wooden Outside Doors (PV094/2022)					0	5508	550.8	4957.2	550.8	4406.4
2 New Fridges. Kitchen (RV054/23)							0	666.98	0	666.98
Total		14853.79	1108.67	13745.12	785.22	24428.9	1895.72	23200.16	1866.17	21333.99