

# WEST ASHTON VILLAGE HALL AND INSTITUTE

## Notes for Annual General Meeting 3<sup>rd</sup> August 2022 at 7:30pm In the Village Hall, West Ashton

1. **Apologies** - Paul Pursey and Carol Hackett were unable to attend
2. **Attendees:-**
  - a. **Committee** – Richard Covington, Jean Robertson, Amanda Trim, Simon Alford, Geoff Watkins
  - b. **Villagers** – Jackie Bradley, Ursula Jenkyn, Vaughan and Dawn Nichols, Jean Covington, Jo Watkins
3. **Report** - Richard Covington read out the annual village hall report
4. **Committee 2022 – 2023** – No Change from 2021 - 2022
5. **Public Questions:-**
  - a. Jackie Bradley asked whether the committee planned to present a murder mystery. There were no plans to do so but Richard asked if Jackie or anyone would organise the event, there was no response. It was stated that the committee would support suitable events if anyone wanted to organise an event for the village
  - b. Jackie Bradley also asked about skittles, Church v Committee and the Sweetman cup. The committee has not considered events for the spring in the new year (2023)
  - c. Jackie Bradley, Ursula Jenkyn observed that the hall doesn't seem very clean when used on Monday for Tai Chi. Evidencing that they had to sweep the floor on several occasions. Richard was aware of this on one occasion, which was subsequently checked and cleaned. The committee has had issues with the cleaner and this situation has improved. It was suggested that cleaning could be done on Monday rather than Friday.
  - d. Further suggestions were for a caretaker but it was unclear what the scope of responsibility would be(?)
  - e. Vaughan Nichols asked whether the hall would charge for the bar if a non committee member organised a village event. There wouldn't be a charge assuming bar staff were available.
6. **AGM Closed 8:10pm**

# WEST ASHTON VILLAGE HALL AND INSTITUTE

## Village Hall report for 2021 AGM (AGM 3rd August 2022)

Thank you to all the committee for their efforts during the past year 2021 – 2022. It remained a difficult time for everyone but the hall was gradually opened for use and is now up and running.

The committee for 2021 -2022

- |                           |                   |
|---------------------------|-------------------|
| 1. Chairman and Secretary | Richard Covington |
| 2. Vice Chair and Events  | Jean Robertson    |
| 3. Treasurer              | Carol Hackett     |
| 4. Bookings               | Amanda Trim       |
| 5. Maintenance            | Simon Alford      |
| 6. Bar Management         | Geoff Watkins     |
| 7. House Keeping          | Jean Robertson    |
| 8. Pub Nights and other   | Paul Pursey       |

### The Queen's Platinum Jubilee

The celebrations were modest but those who attended the events enjoyed themselves, particularly the broadcast of the jubilee concert. Thank you to everyone that helped at the events: Jean Robertson for decorating the hall; Paul Workman for the Friday afternoon ramble; Richard Covington for the Saturday presentation of the Jubilee concert and Paul Pursey for running the bar; Ron Pybus for the model railway exhibition; Paul Pursey, Simon Alford and Ben Ludlow for displaying their classic motor bikes; Carol Hackett, Amanda Trim and the WI for providing refreshments in the hall. Thank you to everyone who came along and shared with us the Queen's Jubilee celebrations.

### Events

- Friday Coffee mornings continue to be popular, thank you Margaret Workman who has tirelessly organised them with help from Paul and volunteers.
- Fish and Chip evening was successful
- New Year's Eve party with a live band
- Sadly the Christmas lunch was cancelled, there was still some concern with COVID

### Future Events

- Barn Dance / Kali - dates 10<sup>th</sup> or 17<sup>th</sup> September
- Halloween – End of October
- November – Pub Night
- Christmas Lunch – 11<sup>th</sup> December
- NYE – with live band
- Pub Nights continue to be popular

# WEST ASHTON VILLAGE HALL AND INSTITUTE

## Bookings

Amanda reported that bookings were stable with an average of 2 external bookings per month and 6 regular sessions every week. Most bookings are from hirers who do not live in West Ashton. The regular hirers are the main stay of the hall's income and the frequent children's parties further boost income. It is notable that several parents make repeat bookings for children's birthday parties held in the hall as they are impressed by the venue.

Previously Nathan had linked a Village hall mobile phone to the website but most hirers are using the email address or booking form which makes the booking procedure more efficient and easier to manage. There is a 90% conversion of enquiries to bookings. The fees for bookings have increased this year due to a rise in utility costs but the hall is generally less expensive than other local venues with the added bonus of free parking.

The occasional evening parties with a bar are always profitable. Sadly hall events with a meal and entertainment have on occasion been cancelled due to lack of support; perhaps a sign of the times that illustrates a different approach is necessary.

Thank you to Amanda who took on responsibility for bookings this year in place of Nathan who decided because of work commitments to leave the committee.

## Maintenance

The hall is in good shape with the following repairs / enhancements having being undertaken.

- Laurel hedge has been trimmed and the height reduced
- Rear garden area is regularly maintained
- Gutters, valleys have been cleaned
- The hall will be decorated in August, in fact from the 8<sup>th</sup> August
- PAT testing if necessary again?
- Outside bench seats to be treated again

Thank you to Simon who took on responsibility for maintenance and has been tireless in fixing things.

## Finance

The finances of the Village Hall still remain very healthy, thanks in part to Government grants received during COVID, and the generous donation this financial year of a will legacy – The money available at the year-end was £81,487.73.

Whilst hiring receipts have increased this year as we emerge from the effects of COVID, they have still not quite yet returned to pre-COVID levels - with some regular user groups not returning, or having to cancel bookings due to low numbers, and private one-off bookings taking a while to start picking up.

The feed-in-tariff received as a result of the solar panels, still provides a very useful top-up to the Village Hall funds, particularly in light of the recent increases in electricity costs.

Improvements have been made during the year with new LED lights, and flooring in the Meeting Room.

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Purchase of the SumUp card machine system means the Village Hall can now take card payments as well as cash, and has proved very popular during the many and varied events held during the year.

All things considered; the Village Hall is in a very good financial position as we start the new financial year.

Thank you to Carol who took over responsibility from Jenny for finance this year.

## **Thank you**


To all committee members and all those despite not being on the committee who have volunteered to help during the past couple of strange eighteen months.

***Thank you...***

WEST ASHTON VILLAGE HALL  
ACCOUNTS SUMMARY AS AT 30/6/22 YEAR-END

Receipts	Current year receipts total	Last year total Receipts	Payments	Current year Payments total	Last year total Payments
Lettings	£ 6,693.00	£ 1,422.50	Cleaning (Hall & Windows contract)	£ 2,056.55	£ 2,511.20
Ticket sales	£ 859.39	£ -	Housekeeping	£ 129.03	£ 178.64
Bar sales	£ 2,886.27	£ -	Electricity	£ 1,100.35	£ 222.93
Donations	£ 24,091.00	£ 540.00	Rates/Licences/Subs/Water	£ 453.50	£ 670.57
Grants received	£ 2,667.00	£ 18,365.00	Insurance	£ 985.94	£ 952.49
Bank Interest	£ 8.12	£ 3.53	Maintenance	£ 511.20	£ 14,763.81
Food sales	£ 31.90	£ -	Improvements	£ 2,731.59	£ 395.86
Raffle ticket sales	£ 79.97	£ -	Fixture & Fittings	£ 23.25	£ -
F.I.T receipts	£ 1,646.74	£ 2,752.86	Laundry	£ -	£ 56.39
Other receipts	£ 84.96	£ 3,500.00	Office Supplies	£ 149.49	£ -
			Purchase of Bar Stock	£ 1,641.32	£ 386.12
			Purchase of food	£ 61.76	£ -
			Entertainment	£ 1,250.00	£ 10.00
			Other event purchases	£ 77.22	£ -
			Purchase of Raffle Prizes	£ 9.94	£ -
			Decoration	£ 138.14	£ 116.23
			Printing	£ 20.80	£ 12.82
			Donations given	£ 556.00	£ -
			Broadband	£ 599.31	£ 403.88
			Other payments	£ 2,551.20	£ -
<b>TOTAL RECEIPTS</b>	<b>£ 39,048.35</b>	<b>£ 26,583.89</b>	<b>TOTAL PAYMENTS</b>	<b>£ 15,046.59</b>	<b>£ 20,680.94</b>
<b>ADDITIONAL NOTES:</b>					
<b>Broadband:</b> Payments to both BT and Utility Warehouse were made in July/ Aug/Sept for Broadband due to crossover to BT the new supplier					
<b>Maintenance:</b> Cutting back laurel hedge £225 (less £125 contribution from neighbouring property) + Annual Fire equipment service contract £31.20 + Gutter cleaning £190 + Gardening £190 = TOTAL £511.20					
<b>Improvements:</b> New LED 6ft lights £940 + New Bulkhead LED lights £495 + New bar tilt LED lights £205 + New outside LED light £70 + New vinyl flooring Meeting Room £1021.59 = TOTAL £2,731.59					
<b>Fixture &amp; Fittings:</b> Fridge lock £8.99 + Bar door lock £14.26 = TOTAL £23.25					
<b>Office Supplies:</b> SumUp card machine £29.99 + SumUp machine inc. printer £99.99 + printing leaflets & paper £19.51 = TOTAL £149.49					
<b>Donations Given:</b> Parish Council printing Magazine £500 + Jubilee quiz £56 = TOTAL £556					
<b>Other Payments:</b> Bar runners £14.95 + Ice bucket £11.49 + glasses for bar £101.95 + napkins £2.25 + gift to Magazine printer £24 + Bank charges £38.56 + Brass Centenary Plaque £198 + Jubilee stone plaque £2160 + TOTAL £2,551.20					
<b>Ticket sales:</b> Halloween £78 + New Years Eve £508.98 (51 tickets @ £10 each less card charge) + Valentines Dance £272.41 (39 tickets @ £7 each less card charge) = TOTAL £859.39					
<b>Donations Received:</b> Friday Coffee Morning £295 + Balance 50/50 Club account £32 + Gift left in will £23,764 = TOTAL £24,091					
<b>Other Receipts:</b> Card machine test £1.96 + Proceeds from sale of old light fittings £78 + Charge for extra key £5 = TOTAL £84.96					
<b>Bank Reconciliation</b>					
B/fwd opening balance 1/7/21	£ 57,485.97		HSBC C/A balance	£ 46,091.75	
Plus receipts	£ 39,048.35		HSBC D/A balance	£ 35,195.98	
Minus payments	£ 15,046.59		HSBC Holding A/C balance	£ -	
			Cash bar float	£ 200.00	
C/fwd cash book balance 30/6/22	<b>£ 81,487.73</b>			<b>£ 81,487.73</b>	


WEST ASHTON VILLAGE HALL  
ACCOUNTS SUMMARY AS AT 30/6/22

Accounts prepared by Carol Hackett (Village Hall Treasurer)	
Signed	Date
Carol Hackett	3/7/22
Accounts examined by Nicola Bull	
Signed	Date
	10/7/22

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