

Arkholme Village Hall

ANNUAL GENERAL MEETING

Minutes - 20th January 2021, 7.45pm

1. Apologies

Trustees and Hall Manager/Bookings Manager Present – XX, XX (via video call), XX, XX (via video call), XX, XX and XX (via video call).

People standing as new trustees present: XX, XX, XX, XX and XX

Public Present – XX, XX.

2. Minutes of AGM 2021

Approved as accurate representation of the meeting.

3. Matters Arising

None.

4. Chair's Welcome

Thank you all for coming today. 2021 has been another interesting year. Luckily we have been able to welcome back several of our regular users including playgroup, fitness classes, dance classes, badminton private users and post office. We have also been able to welcome new users including Capernwray Church. Weddings were obviously significantly impacted at the beginning of the year and this led to several having to be cancelled but we were allowed have weddings later in the year which was a great thing for our main income stream following over a year of cancellations. Thanks to XX the hall has had a lovely lick of paint on the woodwork and the external walls have been professionally cleaned, so as a result it is looking lovely. This was supported with a £3000 grant which XX successfully secured from the Harold Bridges Trust. XX also purchased some lovely hanging baskets which flowered amazingly and lasted well into October/November which was great. We held a couple of wamble days which helped tidy up the outside of the hall and car park. The Events committee need a huge thank you for the amazing Apple Picking and Pressing, the Fireworks night and the children's Xmas party they organised plus the work they did to plan the Adult Xmas party which unfortunately had to be cancelled due to low ticket sales. Their efforts are greatly appreciated. Thanks also go to XX for engaging with the Council once again this year to ensure we were able to obtain any grants that we were eligible for. He also saved us money during the main lock downs by cancelling the rubbish collections. These resumed this year and luckily the Bin men seem to be relatively good at taking the rubbish each collection! XX has been doing the essential testing of the fire alarm systems and saved the day for one

of the weddings when we had to purchase and collect a new microphone for the speeches at 5pm the night before. Thanks also go to XX and his team for providing the bar services to the hall during 2021 and we very much hope this will continue to be the case into the future. We have appreciated the effort his team have gone to to make the weddings at the hall a success. We have a good number of weddings planned in for 2022 and we hope this will ensure a successful year so that we can continue to keep the regular user fees at a reasonable level to encourage community usage as much as possible.

5. Financials - Treasurer's Report and Accounts

£5581 profit at year end

£20471 government covid grants

Saved money on rubbish and grass collections.

£3000 trust grant

£200 parish council x2

AGT no donation this year as not much income (£10700 revenue from holding deposits plus cash £560 and £2000 future deposits). We said that people could have refunds during covid. £2000 in refunds were offered.

2021 Bonfire night £964 – (£750 for fireworks and rest was pies).

Ash die back £550 tree felling

Car park walls and gable end spraying

Glulam beams £3700 in 2021 (still £3000 to hit 21/22 year)

Gas and electricity (we get a recharge from BARN for their electricity use)

Arkholme Water Processing Limited electricity £2200 and this has been received in 21/22 accounts from the company.

Entertainment committee £312 income (Children's Christmas party account).

In terms of reserves – try to maintain 1-2yrs operating costs – currently we have 1.6yrs operating costs.

6. Bookings Report

-Bookings and events - everything has been run smoothly, the new key safe system is working much better. As well as seeing a number of cancellations and postponements due to covid regulations the 2021 events included:

- 8 weddings, most of which had a bar which all ran smoothly according to XX at the Bay Horse.
- 3 Large party events with the bar
- 13 Kids parties
- 5 Funeral events
- 4 Christening events

- Regular Users we have - weekly; 2 lots of badminton, 1 Fitness class, 1 Dance class, Capernwray Church, as well as young farmers using the hall around once a month and the WI and Parish Council. There have recently been enquires about potential regular sessions for pilates, a yoga class, pickle ball and another badminton session.

Coming up in 2022 we have so far; 10 Weddings, One Party event, 4 Christenings, and 3 Kids parties, and the last 2 are often booked less far in advance so I would expect more. Owing to Covid regulations being lifted there is an increase in people enquiring about booking the Hall this year and so we think it will be a busy year!

7. 150 Club Report

28 entrants @ £20 each
 £280 prize money
 £280 for village hall

Numbers down on previous years but XX doesn't have time to chase individual people. If anyone wants to take over doing the club and trying to gain new membership then let her know.

8. Event Committee Update

- This year saw the resumption of AVH Events Groups activities after a completely fallow 2020 where no events were held due to Covid-19 restrictions. The AVH Events Group currently consists of XX, XX and XX. XX, XX and XX have stepped down from the Group and our thanks go to them for all their help over the years. There is also a small band of village volunteers who regularly help out in organising and running events and without whose help these events would be impossible. One of those helpers (XX) has taken over as Treasurer for the group.
- The AVH Events Group organised and delivered the following activities during 2021:
 - **Village Sports Day (September 2021)**
 - Over 30 young people aged 2 - 15 from throughout the Parish took part in a fun filled day in the late summer sun. The day saw young people competing in teams in events including the sack race, obstacle course, water race, ice cream race (Arkholme version of egg and spoon) tug-of-war and the traditional egg throwing. Although only one team could win, all those taking part were amazing, full of energy and enthusiasm.
 - Despite the lack of a Village Sports Day last year the turnout was good suggesting that the level of support for this event is

strong with a good number of young families in the Parish willing to attend.

- A special thank you to the XX family for providing and setting up of the all equipment, to XX for the hay bales and Capernwray Hall for the tug-of-war rope.
- The AVH Events Group made a small loss with this event due to buying prizes and props for the day.

- **Arkholme Apple Pressing (10th October 2021)**

- Despite worries that the apple harvest was going to be poor this year enough volunteers offered apples to enable the event to go ahead this year. The morning was very busy however the afternoon was quiet and attendance overall was down on previous years. Those attending helped wash, scrat and press apples alongside tasting some juice and cider. By the end of the day over 300 litres of apple juice being pressed. Refreshments were provided and Cumbrian folk band Errant Thieves provided music for the day.
- The AVH Events Group will be reviewing the format, promotion of the Arkholme Apple Pressing for 2022 in an attempt to generate more interest in the event. One idea is to combine it with another event.
- A special thank you to XX for supplying the scatter and the large apple press.
- The AVH Events Group made a small profit with this event however like the attendance this was down on previous years.

- **Bonfire and Fireworks (7th November 2021)**

- Over 300 people attended the village bonfire and fireworks making it the biggest yet. This was probably in-part due to the cancellation of a number of other local displays due to poor weather in the run up to the 7th of November. Those attending enjoyed a huge bonfire and a fantastic display of fireworks with refreshments being provided via the village hall bar and the kitchens providing a tasty pie and peas along with sweet treats.
- A special thank you to XX for supplying and organising the fireworks. Thanks also to all those who provided wood for the bonfire.

- The AVH Events Group made a significant profit with this event in line with the increased attendance.

- **Children's Christmas Party (4th December 2021)**

- The Children's Christmas Party continues to be well supported with over 40 children attending. Children took part in a mixture of traditional games such as pass the parcel and musical statues alongside more novel ones such as dress the snowman and shrinking islands. Lunch was provided for those attending via a shared platter and towards the end of the party the children received a visit from Santa and his elves who handed out presents supplied by parents.
- As with the Village Sports Day the good turnout suggests that the level of support for this event is strong with a good number of young families in the Parish willing to attend.
- A special thank you to volunteer XX led the organisation of this event. Thanks to XX for playing Santa, XX, XX and XX for being Christmas Elves.
- The AVH Events Group made a very small loss on this event due to paying for prizes, Christmas crackers and table decorations etc.

- **Adult's Christmas Party (11th December 2021)**

- As in previous years the adults Christmas party was due to be held in the village hall and involve a three course sit-down meal along with live entertainment and games. Unfortunately ticket sales for the event were low and didn't meet the minimum number for the caterer and the night was cancelled. Following the cancellation of the event XX host the event at the Redwell Inn. This smaller venue was more appropriate for the numbers attending and could also provide the catering at the original ticket price. A total of 28 people attended the event at the Redwell which included a three course dinner, Christmas quiz and disco.
- The AVH Events Group made a very small loss on this event due to paying for prizes, Christmas crackers and table decorations etc.
- The AVH Events Group will be reviewing the format, promotion and ticketing for the Adult's Christmas Party for 2022 in an

attempt to generate more interest in the event. Should interest continue to remain low then it's likely this event will again be held elsewhere again in 2022 or scrapped entirely.

9. Election of Trustees

New Trustees – XX, XX, XX, XX and XX

All Proposed by for 25/1/22 – 25/1/24 term: XX

All Seconded by: XX

Existing trustees that were restanding due the end of their current 2 year term coming to an end were:

XX, XX and XX

All proposed by for 25/1/22 – 25/1/24 term: XX

All Seconded by: XX

10. Any Other Business

None

Meeting finished 8.23pm

ARKHOLME VILLAGE HALL

Registered Charity -Number

503663

Income & Expenditure Account for year to 31 October 2021

(with previous year for comparison)

INCOME	2020	2021	EXPENDITURE	2020	2021	
	£	£		£	£	
Jumble sales	0	0	Premises Licensing (PRS + Alcohol)	596	180	
Deposits received	0	0	Deposits refunded via AVH	540	0	
Spot on Events	0	0				
Bonfire Night	0	0	Bonfire Night -Fireworks&Pies	736	964	
Other "Entertainment" Events inc.Bonfire night	2046	312	Other "Entertainment" Events inc.Bonfire night	2035	219	
				0	0	
Events	2046	312		3907	1363	
	312.46					
Lettings			Operating Costs			
Hall Hire			Booking / Administration Fees	4043	3454	
	Parties	725	260	Gas & Electricity	3378	4896
	Other	650	1905	Repairs & Maintenance - General	455	1471
Pilates		220	0	Repairs & Maintenance - Special	3251	6017
Playgroup / toddlers		400	740	Grounds Maint. Hall Surround	840	750
Turnaround Dance		140	0	Grounds Maint. Playing field	900	750
Yoga		600	0	Insurance	2664	2780
School		2005	2400	Water	311	167
Christenings / Funerals		80	90	Cleaning Services	2133	2023
Methodist Church Services		85	305	Phone, stamps & stationery	142	0
WI		170	30	Arkholme Water Processing (waste water)	882	882
Young Farmers		215	0	Refuse Collection (LCC)	0	300
Dance Classes		300	360	Window Cleaning	140	100
Country Dancing		130	0	Accountancy/Audit/PAYE services	180	120
Badminton		400	460	Cleaning Supplies	226	0
Fitness classes		0	70	General Supplies	328	326
Playing Field External Hire		0	0			
		6120	6620		19873	24035
Other Revenue						
150 Club		490	340			
Donations		300	3200			
Donation from AGT Ltd		2784	0			
Government Covid-19 Grant		10000	20471			
Interest Received (Skipton a/c)		112	35			
		13686	24046			
Total Income		21852	30978	Total Payments	23781	25397
				Surplus/- = outflow for the year	-1928	5581
		<u>21852</u>	<u>30978</u>		<u>21852</u>	<u>30978</u>

RESERVES

Cash at bank 1st November	36872	34943
Surplus / -outflow for the year	-1929	5581
Closing	34943	40524

Represented by:

Skipton A/c	995190066	23061	23096
Nat West A/c	18115405	11167	16713
Cash Float re supplies and office		0	0
Cash Float Entertainment c'mtee		714	714
		34943	40524

Arkholme Village Hall

Independent examiner's report for the year ended 31 October 2021

Independent examiner's report to the Trustees of Arkholme Village Hall

I report to the Trustees on my examination of the accounts of Arkholme Village Hall (the Trust) for the year ended 31st October 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance in accordance with the requirements of the Charities Act 2011 ("the Act").

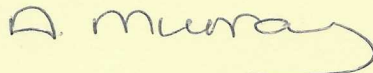
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Charities Act; or
2. the accounts do not accord with those accounting records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Dated: 21/07/2022

Anne Murray FCCA
Murray & Co
Chartered Certified Accountants
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Melling
Carnforth
Lancs. LA6 2RD