

Minutes of the Annual General Meeting the Burton Joyce and Bulcote Village Hall 10th November 2022 at 9.30am

Present: Claire Orlandi-Fantini (Chair)
Richard Marson (Bookings Secretary)
Simon Silver (Treasurer)
Patrick McDonough (Secretary)
Richard Hichen
Jean Hichen
Marion Rayfield
David Rayfield
Susan Riley
Alan Comerie
Hazel Chadbourne-Doyle

13 Members of the public also attended

There were no apologies:

The minutes of the last Annual General Meeting were read and accepted as a true and fair record.

Matters Arising

Paul Smith raised the position of attendees at the meeting. This to be addressed

Chairpersons Report - Claire Orlandi-Fantini

This has been another busy year for the hall and the committee. An Extra Ordinary General meeting was held on the 20th January 2022, following due notice, to adopt an amended scheme re the governance of the Village Hall. All present at the meeting unanimously agreed to adopting the amended document and two copies were sent to (and received by) the Charities Commission.

As well as the ongoing management enabling the use of the hall (licences, permits, safety checks, insurance, repairs and renewals etc) there have been difficulties with regard to breaches of the conditions of hire; one involved 9 breaches at a single event, some of which resulted in vandalism costing hundreds of pounds to repair and a lot of time dealing both with the repairs and reclaiming our losses.

We are grateful for two substantial donations made to the village hall; one a legacy from Anne Collyer and the other from the Community Magazine. This has enabled the bar in the small hall to be removed, necessary renovation joinery work, the floor to be sanded and resealed and to redecorate the room (these works are now almost complete).

We have experienced ongoing difficulty tackling the heating in the large hall. We would like to change it as it is costly to run. However the size and height of the main hall has left those who have visited (heating engineers) a bit stumped as to a suitable alternative. Coupled with the age of the building and the associated limits to effective insulation it's not straight forward.

We are also looking at the possibility of solar panels. A quote has been accepted for fitting a remotely accessible CCTV system at the hall; frustratingly we have so far been unable to secure the hardware due to global supply issues. This will happen, hopefully, in the near future.

I thank the members of committee for their ongoing hard work throughout the year all done on a voluntary basis and also Tracy West, our cleaner.

Claire Orlandi-Fantini
Chair of the committee.

Paul Smith wished to know who the attendees at the EGM were. He was told. He further went on to say that there were "legal difficulties" with the new proposed scheme. When asked by Simon Silver what these were, he replied that there was a problem with the definition of "members"

The new scheme states in paragraph 1: **"members" means the members of the committee who represent the organisations detailed in part 3 of the schedule**

Bookings Secretary – Richard Marson

Richard Marson said that this year had been a great deal better in terms of bookings than last year in terms of bookings. We have some new regular bookings including; table tennis, the village lunch, and the Trent Valley singers. On the downside we have lost some long standing regulars, primarily; the calligraphy group, U3A Kurling and the Saturday morning Zumba class.

He stressed the importance of hirers adhering to the conditions of hire and highlighted tables left in an unhygienic condition and tables damaged, some cosmetically (paint etc) and some more seriously)

Paul Smith believed that the hall did not have the right to refuse a booking without giving a reason as detailed at point 9 in the conditions of hire. The chair said that this had never been invoked as such but consideration would be given to removing this.

Laurence King, chair of Burton Joyce parish council said that the village hall was a crucial asset for the village and was thankful for the facility. He picked up on points from the chair's report saying that the hall needed investment in both materials and people. He went on to ask if preparations were in place for the Hall's centenary in 2025 as this would be a springboard for renewal and aid in the search for funding.

The chair said that a plan was needed but preparations had not yet begun on formulating one.

Paul Smith said that the parish council should be represented on the village hall committee. Patrick McDonough pointed out that provision for such membership was included in the governing scheme and that in fact both Burton Joyce and Bulcote parish councils had previously been approached for a representative, but that the committee had received no response from either.

Treasurers Report for the year ended 30th July 2022

This year has been something of a return to business as usual and despite an understandably slow start, hire fees returned broadly to 2019 levels by the year end.

We were also fortunate to receive grants and donations from the Co-op Community Fund, Gedling Borough Council and The Parish Magazine.

I would also like to express our gratitude for the bequest received from Anne Collyer.

Costs also generally increased in line with activity although you will not be surprised to hear that energy costs were much higher than anticipated. The uncapped unit rates for gas and electricity are currently running at 5 to 6 times 2019 levels.

Thankfully the business price cap has brought those costs down to a more manageable level, although current energy bills are now around twice 2019 levels. This remains a major concern as the price cap is only currently in place for six months.

Cash balances remained strong throughout the year, meaning that we have a reasonable buffer to cope with further disruption if needed.

The surplus for the year was £8,608

The financial position of the hall remains healthy despite the ups and downs of the last few years and with the exception of energy costs, I have no immediate concerns.

I would like to thank Brian Collyer once again for reviewing the management accounts and preparing the annual financial statement.

Simon Silver
Treasurer

A member of the public enquired why performing rights was £535 this year compared to zero last year. Simon Silver informed him that we pay performing rights both for recorded and for live music at a rate of 1% of hiring income. Because of lockdown, we were given a performing rights 'holiday' last year.

Paul Smith questioned why there were no Trustee's expenses shown in the accounts. The treasurer informed him that none of the trustees claimed expenses. Paul Smith then went on to ask if any trustee received any payment. He was informed that the bookings secretary was paid for his work in that role.

Secretary's Report - Patrick McDonough

Nothing to report

Election of Officers

Claire Orlandi-Fantini told the meeting that she had already signalled to the committee that she would be relinquishing the position of chair.

David Rayfield expressed an interest in becoming chair as did Paul Smith. The meeting was asked to vote on each with the result being that David Rayfield received 10 while Paul Smith received 11. Paul Smith is thus elected as chair.

Richard Marson stated that he had carried out the function of bookings secretary for many years and felt that now was the time to withdraw. Hazel Chadbourne-Doyle expressed an interest in taking on this role. As no-one else put themselves forward, she was elected unopposed.

Simon Silver stated that he would be resigning from the position of treasure. The meeting was asked if anyone was prepared to fill this role. No-one volunteered. Patrick McDonough asked if this was a constitutional difficulty but Paul Smith said that someone could be appointed at the first committee meeting.

Patrick McDonough resigned as secretary. No-one offered to fill this position so again this is left to the committee.

Questions from the floor

A member of the public enquired as to the process involved in becoming a member of the committee. Claire Orlandi-Fantini told her that she should write to the committee for more details

The date of the next AGM is to be announced.

Meeting closed at 10.10 am

BURTON JOYCE & BULCOTE VILLAGE HALL

Registered Charity Number 522195

ACCOUNTS FOR THE YEAR ENDED 31 JULY 2022

| <u>RECEIPTS & PAYMENTS ACCOUNT</u> | <u>2022</u> | <u>2021</u> |
|---|---------------------|---------------------|
| | £ | £ |
| <u>Receipts</u> | | |
| Hire Charges | 21627 | 4238 |
| Gift From Coop | 4199 | 0 |
| Donations & Legacy | 3512 | 1256 |
| Grants from Gedling Borough Council | 2667 | 22153 |
| Bank Interest | <u>200</u> | <u>0</u> |
| | 32205 | 27647 |
| | | |
| <u>Payments</u> | | |
| Repairs & Renewals | 4453 | 2967 |
| Wages | 9005 | 8527 |
| Gas | 3203 | 1108 |
| Electricity | 1046 | 800 |
| Water & Sewerage | 619 | 520 |
| Insurance | 1772 | 1672 |
| Phone | 560 | 542 |
| Cleaning & Waste Disposal | 1704 | 1094 |
| Performing Rights | 535 | 0 |
| Bank Charges | 43 | 0 |
| Stationary | 127 | 30 |
| Sundries | <u>530</u> | <u>365</u> |
| Excess of Receipts Over Payments | 8608 | 10022 |
| | | |
| Cash & Bank Balances at 31 July 2021 | <u>49019</u> | <u>38997</u> |
| | | |
| Cash & Bank Balances at 31 July 2022 | <u>57627</u> | <u>49019</u> |

BURTON JOYCE & BULCOTE VILLAGE HALL

Registered Charity Number 522195

ACCOUNTS FOR THE YEAR ENDED 31 JULY 2022

| <u>STATEMENT OF ASSETS</u> | <u>2022</u> | <u>2021</u> |
|-----------------------------------|---------------------|---------------------|
| | £ | £ |
| MONETARY ASSETS | | |
| HSBC Current Account | 57390 | 49013 |
| Cash in Hand | <u>237</u> | <u>6</u> |
| | <u>57627</u> | <u>49019</u> |

PERMANENT ENDOWMENT

Land and Buildings used by the Charity :
The Village Hall
(Freehold Title vested in the Trustees) (note1) 898425

OTHER ASSETS (NON ENDOWED)

Furniture and Equipment : in the Hall (note1) 83116

Notes

Note1 The amounts shown are the Insured Values

SIGNED



C. Orlandi-Fantini

Chairwoman

For and on behalf of the management committee 10 November 2022

**Independent Examiner's Report to the Trustees of the
Burton Joyce and Bulcote Village Hall Management Committee**

I report on the Accounts of the committee for the year ended 31st July 2022
which are set out on the foregoing pages.

Respective responsibilities of trustees and examiner.

As the Charity's Trustees you are responsible for the preparation of the accounts;
you consider that an audit is not required for this year (under Section 144 of the
Charities Act 2011 (the Act), but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the
Charity Commissioners under Section 145(5)(b) of the Act ;
- To state whether particular matters have come to my attention.

Basis of Independent Examiners report.

My examination was carried out in accordance with the general directions
given by the Charity Commission. An examination includes a review of the
accounting records kept by the Committee and a comparison of the accounts
presented with those records. It also includes consideration of any unusual
items or disclosures in the accounts, and seeking explanations from you as
trustees concerning any such matters. The procedures undertaken do not
provide all the evidence that would be required in an audit, and consequently I
do not express an opinion as to whether the accounts present a "true and fair"
view. The report is limited to those matters set out in the statement below.

Independent Examiner's statement.

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect
the requirements
 - to keep accounting records in accordance with Section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and
to comply with the accounting requirements of the Charities Act
have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a
proper understanding of the accounts to be reached.

Signed



B P Collyer Chartered Accountant

5 November 2022