**EDVH AGM 28th March 2026**

Attended Committee : Jon Wells, David Layland, Carmel Mason, Clare Keey, Lisa Thorpe, Paul Mitchell, Claire Simmons. Apologies from Margaret Cliffe.

Public : Sue Bates, Greg Simmons, Anthony Mason, Jim Meikle

Edingale Village Hall (EDVH) Management Committee (Registered Charity 522656)

## 2025 Chairmans Report

Edingale village hall is an independent charity that was first established in 1971. **This makes it our 54th AGM.** Our Mission is to maintain the village hall, park and open space and to create community amenities, events and activities that help build a stronger community.

We are a small voluntary committee supported by hard-working volunteers.

In 2025, Thank you so much to the Events Committee who put in a massive amount of work to get events up and running.

We put on a great Summer Show, held a great theme night (thanks to Clare Keey) as well as regular Chaps / Ladies nights. Thanks to Brian Maskery for running the bar which has generated profit for the village hall.

The coffee morning has worked well and we hope to continue this on a monthly basis.

Our regular bookings have declined and this is one area we are putting effort into this year. We do retain weekly Yoga classes and recently a weekly line dancing group which we support and hope goes well. We also hire out the car park for storage of a few cars. The school also hire out the hall for PE during the colder months.

The upgrade of the toilets (doors / skirting and flooring) and re decoration has been completed in 2025.Thanks to Paul Mitchell for his hard work in making sure the works happened to programme.

A new grant of £6000 has recently been secured from the National Lottery for use on a new cooker and kitchen equipment (Thanks to Clare Simmons for her work on this). The new equipment will ne installed in the next few weeks.

A Fire Risk assessment has been completed and is currently being reviewed and acted upon.

Outline plans have been drawn up for an outside tarmac area for use at events. This has been costed and Tarmac have been approached for grant funding. We are waiting to hear from the council whether this area will need planning permission.

The Parish Council have been very supportive as usual with the funding on play park repairs which will be carried forward on a yearly basis following the play park inspection. They have also agreed to pay our yearly insurance bill which is one of the bigger expenses. This totals £3000 per year.

For 2026, the programme of events has been set and we hope that the village support the setting up of these events and by attendance.

Finally I would like to thank the committee and all volunteers for their hard work and laughs over the past year – you are amazing!

Now we will read the Treasurers Report by David Layland.

**2025 Treasurer's Report - 25 March 2026 (final)**

*The Village Hall finances and cash position (£33,800) at the end of 2025 remains strong,*

*and in a similar position to that at the end of 2024 (£34,300). From an accounting*

*perspective, we made a loss of c.£2,000 in 2025, versus profit of c.£2,800 in 2024. Some of the main factors causing this are detailed later in the report and are also noted in the accounts themselves.*

*As stated in last year's report, the number of regular 3rd party bookings remains low and so from a financial perspective we remain heavily reliant on volunteer-led events. Generous donations - including £3,000 from Edingale Parish Council towards playground repairs and insurance - also remain very important in helping maintain our healthy financial position.*

*Events such as periodic Music Nights and Quiz Nights, the Open Gardens and Summer Show, plus the more regular Coffee Mornings and Chaps & Ladies Nights, have all made positive financial contributions, as well as providing broader benefits to the village community and beyond. Thanks is very much due to the tireless group of volunteers who have helped to organise, publicise and run these events throughout the year.*

*As mentioned at the start of the report, a number of one-off / exceptional items have had significant influence over the financial year-end position. These include:*

- *Open Gardens - a one-off income boost of around £1,500*
- *Donation of £3,000 from Edingale Parish Council towards Playground Repairs and Insurance*
- *Significantly increased Building & Equipment Maintenance costs vs 2024 (£7,800 vs £700) in areas such as plumbing / drainage, joinery and electrical, plus other safety-related works and inspections. Many of these should not be required again for several years, so costs are expected to reduce significantly in 2026 (albeit likely to be above the very low level during 2024).*
- *Spend of the remaining £3,500 funds from the 2024 National Lottery grant.*

*The review of the 2025 accounts by the Independently Examiner has now been completed. A few minor queries were raised and subsequently clarified / rectified as appropriate. I am very pleased to confirm that no material concerns have been raised and this is reflected in the Examiner's final report.*

*Finally, a big thank-you to everyone who has helped throughout the year with cash handling and counting at events, stock taking and approving bank payments.*

*David Layland,*

We will now vote in the new committee.

| Role | Role Description |
|---|---|
| Current Chairperson – Jon Wells<br><br>Proposed CK<br>Sec CM | The Chairperson must ensure that the Management Committee functions properly, that there is full participation during meetings; that all relevant matters are discussed and that effective decisions are made and carried out.<br>The chairperson also represents the organisation to promote the village hall to gain support from the village community, parish & district councils & form wider networks with villages in the surrounding area. |
| Deputy Chairperson<br><br>Vacant - advertise<br><br>Prop<br>Sec | Deputising for the Chairperson when necessary, the Deputy-Chair helps to ensure that the Committee and all of the events continue to run smoothly. As with the Chair, leadership, enthusiasm and energy are necessary qualities for this post. |
| Current Treasurer<br><br>David Layland<br><br>Prop - CK<br>Sec - CM | Responsible for managing and controlling the funds.<br>This includes day-to-day management of accounts, including issuing bills and receipts and making payments; maintaining & updating financial ledgers on a regular basis; completing banking transactions, organising floats for events, collating takings & reporting totals raised to committee; prepares financial reports for committee meetings/AGM and deals with Charity registration. |
| Current Secretary –<br><br>Lisa Thorpe<br><br>Prop –CK<br>Sec - CM | Taking the minutes of meeting / sending letters and setting agendas |
| Current Bookings Manager<br>Louise Acheson<br>Prop LT<br>Sec DL | Maintains the Edingale village hall bookings calendar and monitors the inbox responding and confirming bookings. Mains contact in Mease magazine etc for private and club bookings. |
| Current Health, Safety, Repairs & Maintenance Officer<br><br>Paul Mitchell<br>Prop LT<br>Sec DL | Ensure that all Health & Safety policies, procedures, rules and regulations are adhered to and are regularly reviewed, updated and communicated.<br>Responsible for Repairs & Maintenance of building, car park and play areas. Reporting back to committee with estimates and oversees works to completion, liaising with tradespeople. Checking the work has been carried out satisfactorily before approving payment. |
| Current Grants Officer<br><br>Claire Simmons<br><br>Prop LT<br>Sec DL | Works with Chairperson & HSRM Officer to identify funding requirements and oversees grant funded projects through to completion.<br>Researches & sources appropriate funding opportunities, responsible for preparing bids/grant applications and liaising with third party organisations during the application process. |
| Current Publicity Manager<br><br>Carmel Mason<br>Prop - LT<br>2nd DM | Communicates and promotes the events & clubs available at the VH using digital media (Facebook, email, websites etc.) and local press. Manages VH newsletter collating info from committee for distribution.<br>Ensures posters are displayed in hall in good time for events and liaises with event organisers to organise, leaflet drops and board advertising is conducted in good time for events.<br>Monitors & manages license applications for events. |
| Current Event Manager | Organise all events for the village hall |

| | |
|---|---|
| Events committee will report to meetings<br><br>Prop – N/A | |
| Other committee members | Margaret Cliffe (representing Parish Council), Carol Tatlow.(Trustee)<br><br>Sue Bates will also be joining the committee April 2026 onwards. |

Public Discussion Items

- JW to discuss car storage with owner
- WIFI is being investigated – especially for use of card payment machines
- Request for goal posts – grant funding and insurance to be investigated
- Good to align with PTA for events and hall use.

Thank you everyone for attending and supporting the village hall, the following is the record of attendance:

Jon Wells …  ……

I herein confirm that these are true minutes of the Edingale Village Hall Annual General Meeting

I also confirm that the treasurers report contained within these AGM minutes was provided by David Layland, the treasurer of Edingale Village Hall.

| Trustees Name | Trustee's Signature |
|---|---|
| Jon Wells Chairman |  |

# Edingale Village Hall
# Income and Expenditure Account

*for the period 1 January to 31 December 2025*

**Income**

| | 2024 | 2025 | Notes |
|---|---|---|---|
| 4000 - Hall Hire for Private Events | £3,254.88 | £2,304.50 | |
| 4001 - Edingale Parish Council Hall Hire | £220.00 | £265.00 | |
| 4003 - Yoga Hall Hire | £725.00 | £820.00 | |
| 4004 - Laura Neal Hall Hire | £1,525.00 | £575.00 | |
| 4005 - Quiz Night Hall Hire | £51.00 | | |
| 4009 - Ladies' Evening Income | £146.00 | £117.00 | |
| 4010 - Mary Howard School Hall Hire | £583.75 | £393.75 | |
| 4011 - Karate Hall Hire | £696.00 | | |
| 4051 - Jumble Sale and Plant Stall Income | £439.50 | | |
| 4052 - Open Gardens Income | | £3,688.61 | (i) |
| 4053 - Summer Show Income | £4,021.22 | £3,867.04 | |
| 4054 - Halloween Income | £313.71 | | |
| 4055 - Theme & Music Nights Income | £700.37 | £2,602.54 | |
| 4060 - Yoga Days Income | £195.00 | £150.00 | |
| 4062 - Senior Citizens' Christmas Lunch | £398.64 | £1,140.77 | |
| 4063 - Christmas Bazaar Income | £703.36 | £842.65 | |
| 4064 - Auction | £1,020.00 | £340.00 | |
| 4065 - Christmas Wreath Making Income | £205.00 | £223.50 | |
| 4069 - Quiz Night Income | £1,395.79 | £2,632.97 | |
| 4072 - Tea Dances - Income | | £838.52 | |
| 4073 - Christmas Jumper Quiz Night Income | | £718.50 | |
| 4074 - Chaps' Night Income | £1,627.46 | £1,722.01 | |
| 4075 - Pub Night Income | £346.64 | | |
| 4077 - Bingo Night Income | £358.00 | £671.90 | |
| 4078 - Beetle Drive Income | £249.24 | | |
| 4079 - Election Income | £1,000.00 | £500.00 | |
| 4080 - Jubilee / Coronation / Family Day Income | £818.70 | | |
| 4081 - Games Night Income | | £146.60 | |
| 4084 - Weekend & Private Bar income | £1,080.26 | £1,639.89 | |
| 4085 - Coffee Morning Income | | £1,709.43 | |
| 4086 - Car Park Income | | £500.00 | |
| 4100 - Donations | £555.45 | £4,923.00 | (ii) |
| 4175 - Grants | £22,203.50 | | |
| 4900 - Other income | £628.15 | £337.91 | |
| Total Income | £45,461.62 | £33,671.09 | |

| **Direct Expenses** | **2024** | **2025** | |
|---|---|---|---|
| 5051 - Jumble Sale and Plant Stall Expenses | £28.00 | £5.60 | |
| 5052 - Open Gardens Expenses | | £2,174.85 | (i) |
| 5053 - Summer Show Expenses | £1,427.91 | £1,051.14 | |
| 5054 - Halloween Expenses | £109.89 | | |
| 5055 - Theme & Music Nights Expenses | £782.52 | £664.57 | |
| 5062 - Senior Citizens' Christmas Lunch | £834.93 | £863.28 | |
| 5063 - Christmas Bazaar Expenses | £65.29 | £146.51 | |
| 5065 - Christmas Wreath Making Expenses | | £9.50 | |
| 5069 - Quiz night Expenses | £201.22 | £1,216.44 | |
| 5072 - Tea Dances - Expenses | | £341.48 | |
| 5073 - Christmas Jumper Quiz Night Expenses | £395.29 | £552.56 | |
| 5074 - Chaps' Night Expenses | £827.91 | £786.35 | |
| 5075 - Pub Night Expenses | £282.83 | | |
| 5077 - Bingo Night Expenses | £51.70 | | |
| 5078 - Beetle Drive Expenses | £114.80 | | |
| 5079 - AGM Expenses | £46.55 | | |
| 5080 - Jubilee / Family Day Expenses | £913.85 | | |
| 5081 - Games Night Expenses | | £24.91 | |
| 5084 - Weekend & Private Bar Expenses | £280.08 | £918.98 | |
| 5085 - Coffee Morning Expenses | | £213.55 | |
| 5501 - Plumbing Works - Lottery Funded | £5,745.00 | £320.00 | |
| 5502 - Refurbishment (Lottery Funded) Flooring | £7,416.00 | | |
| 5503 - Refurbishment (Lottery Funded) Electricals | £912.00 | | |
| 5504 - Decorating Works - Lottery Funded | £1,811.40 | £3,539.62 | (iii) |
| Total Direct Expenses | £22,247.17 | £12,829.34 | |

| **Overheads** | **2024** | **2025** | |
|---|---|---|---|
| 6200 - Marketing (inc Website Costs) | | £317.81 | |
| 7009 - Other Deductions | | £84.50 | |
| 7100 - Rates | £172.00 | £439.06 | |
| 7101 - Water - South Staffs | £274.50 | £216.50 | |
| 7102 - Drainage - Water Plus | £385.67 | £264.53 | |
| 7200 - Electricity | £2,979.73 | £1,667.35 | |
| 7300 - Training | | £313.19 | |
| 7400 - Cleaner | £4,481.25 | £2,921.28 | (iv) |
| 7405 - Window Cleaner | | £200.00 | |
| 7450 - Waste Collection and Disposal | £968.61 | £999.00 | |
| 7500 - Office / Computer costs | £80.99 | | |
| 7520 - Advertising | £790.88 | £578.00 | |
| 7610 - Insurance | £2,821.52 | £2,972.37 | |
| 7620 - Music Licence | £186.49 | £652.13 | |
| 7650 - Licences and Subscriptions | £234.08 | £227.00 | |
| 7800 - Building and Equipment Maintenance | £673.25 | £7,834.70 | (v) |
| 7810 - Playground Maintenance | £1,986.76 | | (vi) |
| 7820 - Small Equipment / Consumables | £1,040.54 | £342.66 | |
| 7900 - Bank charges and interest | | £11.31 | |
| 7950 - Bar Stock Wastage | £13.07 | £61.83 | |
| 8200 - General Expenses | £21.84 | | |
| Total overheads | £17,111.18 | £20,103.22 | |
| Excess Income/Expenditure before Depreciation | £6,103.27 | £738.53 | |
| 7150 - Depreciation | £3,328.00 | £2,997.00 | |
| Excess Income / Expenditure including Depreciation | £2,775.27 | -£2,258.47 | |

Notes:
(i) Open Gardens is not expected to run during 2026
(ii) Includes £3,000 from Edingale Parish Council towards insurance and playpark repairs. EPC have budgeted same for 2026.
(iii) Lottery grant funding was fully accounted for during 2024, however some remaining expenditure was incurred during 2025
(iv) Cleaning costs expected to increase again during 2026 as need to move back to weekly cleans
(v) Significant one-off / periodic spends on building maintenance during 2025; expected to reduce in 2026
(vi) Playground maintenance costs expected to be incurred during Q1 2026

# Independent Examiner's report to the trustees of Edingale Village Hall Charity No 522656

I report to the trustees on my examination of the accounts of Edingale Village Hall for the year ended 31 December 2025. This is an independent review and not an audit.

## Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts 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:

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records.

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:



Name: Toni-Ann Bagworth

Address: The Tudor House, Church Lane, Edingale, Tamworth, B79 9JD

Date: 19 March 2026