

Harringworth Village Hall

Annual General Meeting

Thursday 20 April 2023 at 7.30pm

The AGM formed a part of the Annual Parish Open Meeting

In Attendance:

Harry Morgan (Chair), Philippa Gasson (Secretary), Chris Merriman (Treasurer), Fraser Stephen-Smith, Julian O'Neill, Andrew White (Chair of Harringworth Parish Council) and around 40 residents of Harringworth and Shotley.

Apologies: Fraser Stephen-Smith

1. Welcome

The Chair welcomed everyone to the 2022 AGM. The Agenda and Minutes of the 2022 meeting had been circulated ahead of the meeting.

2. Approval of Minutes of Previous AGM – the minutes were approved.

3. Matters Arising from the Minutes – there were no matters arising.

4. Chair's Report

The Chair gave a presentation which covered the history of the Hall, its Trust Deed, and its ownership of the building and car park. Notably, the Hall had been acquired for the village from the Diocese of Peterborough in 1976. He then summarised the main activities during the year – all policies and risk assessments had been updated, the building had been maintained and improved, (with Jonathan Sandy and Gavin Gordon now serving as our “maintenance crew”), Sandie Gordon was our new Bookings Manager, and a steady stream of bookings had been received. Indeed, 2022 bookings were sharply ahead of 2021 and indicated a continued recovery from the pandemic era. The Chair thanked former Trustee James Thompson for his work on maintaining the Hall, and current Trustee Philippa Gasson for her achievements as Bookings Manager and for a successful handover. He also noted that all the Trustees had put in a huge amount of work on behalf of the Hall over the year.

The Chair commented on the fact that the Hall continued to run at an operational loss. This was not surprising given the high level of fixed costs e.g. insurance and winter heating. There was a continued need to focus on income generation and cost control. It was highly likely that the Hall would be submitting an appeal to the Appeals Fund in early 2024, to cover any operational deficit. He also commented that as the central and local Government grant money was now all held in specific reserves, these capital sums were not “free cash” and should no longer be used to subsidise annual deficits, as they had done for the past three years.

Priorities for the coming year would be – to update and modernise the Trust Deed (this would require Charity Commission approval), to engage with Bulwick Estates over mutual interests around the Hall, to identify worthwhile and necessary capital projects, and to encourage greater use of the Hall, ensuring that the Hall benefits accordingly.

5. Treasurers' Report

Chris Merriman confirmed that the financial year runs from 1st January – 31st December 2022. The Income for the year was £5,300.81, which compares with £20,960.34 in 2021 (inflated due to grants). The Hall was closed for many months during the year, which reduced income. However, regular bookings and new opportunities are evident soon. Costs were slightly higher at £7464.74 compared to £4611.61 in 2021 leading to an end of year loss of £3,133.02. A full accounts summary, as shared at the meeting is attached to the Minutes.

6. **Open Forum**

COMMUNITY FUND: A question was raised to clarify what the Community Fund was for. Although there has been no guidance on its use (£8,000 was given to the VH by central/local Government in April 2021), the Trustees have taken external advice and are clear that the funds can be used to benefit the Hall and thereby benefit the community.

ROOF FUND: A question was asked about the Roof – it was confirmed that the flat roof is in need of attention. This matter is on the Agenda of the next Trustees’ meeting but the main roof has been checked and there is no immediate problem. Within the current Roof Reserve Fund, £6,500 represents a contribution many years ago from the Appeals Fund.

BUSINESS: following discussion, it was agreed that the Trustees should continue to control costs and increase revenue, as with any charity.

7. **Appointment of Trustees** – the Trustees Harry Morgan, Chris Merriman, Fraser Stephen-Smith, Julian O’Neill, Harry Morgan and Philippa Gasson were all reappointed, proposed by Joey Patterson-Gordon and Maggie Hill.

8. **AOB**

Summary of Accounts for 2022

Harringworth & Shotley Village Hall Accounts Summary Ending 31st December 2022			
		2022	2021
	Total Income	£5,300.81	£20,960.34
	Sales	£5,250.18	£2,930.50
4010	Sales - Services	£5,250.18	£2,930.50
	Other Income	£50.63	£18,029.84
4900	Other income	£0.00	£360.00
4950	Government grants	£0.00	£17,667.21
4960	Bank interest receivable	£50.63	£2.63
	Direct Expenses	-£969.09	-£1,221.43
5000	Cost of Sales - Goods	£948.09	£0.00
5060	Other Direct Expenses	£21.00	£1,221.43
	Gross Profit/Loss	£4,331.72	£19,738.91
	Overheads	£7,464.74	£4,611.61
7110	Water Rates	£0.00	£641.21
7200	Electricity	£1,562.53	£422.92
7470	Donations	£640.00	£0.00
7540	Internet Charges	£259.50	£86.99
7580	Fixtures and Fittings	£199.96	£415.20
7590	Office Equipment and IT	£79.99	£0.00
7620	Consultancy & Professional Fees	£250.00	£0.00
7630	Business Insurance	£938.32	£867.08
7800	Repairs and Renewals	£2,122.58	£859.02
7801	Roof Fund	£420.00	£0.00
7810	Cleaning	£577.50	£600.00
8200	General Expenses	£249.36	£679.19
8210	Subscriptions	£93.94	£40.00
7900	Bank Charges and Interest	£71.06	£0.00
	Net Profit/Loss	-£3,133.02	£15,127.30
	YEAR END CLOSING BALANCES		
1200	Current Account	£2,947.46	£3,136.99
1205	Saving Account	£27,998.82	£30,948.19
1210	Cash	£0.00	£0.00
1212	Card Payment control	£0.93	-£4.95
	TOTAL EQUITY	£30,947.21	£34,080.23
	Breakdown of Sales/Services Income		
	Table Tennis Hall Hire	£1,228.00	£688.00
	Non Resident Hall Hire	£1,000.00	£620.00
	VH Events Income	£1,271.00	£550.00
	Equipment Hire	£228.00	£264.00
	Class Hall Hire	£826.00	£260.00
	Other	£697.18	£548.50
	TOTALS	£5,250.18	£2,930.50