

## Annual General Meeting

Glatton Village Hall Committee Meeting  
22nd May 2024

**Present:** Stephen Smith, Lisa Smith, Sara Hunter-Dodds, Glenn Ford, Nick Pratt

**Apologies:** Emily Hempstead

### **Welcome by the Chairman**

Steve opened the meeting at 7.pm and welcomed the committee and the public.

### **Minutes**

The minutes of the last meeting held on 17<sup>th</sup> January 2024 were signed as a true record of proceedings.

### **Annual Reports**

#### **Treasurer's Report**

#### **GF presented details of the treasurer's report.**

The statement of accounts (which are unaudited) were presented for the financial year ended 31<sup>st</sup> December 2023. These have been sent off to be independently verified by Carol Rogers and we are awaiting their return.

GF confirmed that the hall had made a slight profit for the year end after all the expenditure costs associated with applying for planning and this was mainly due to our fundraising campaign bigger contributors "Buy A Brick and Glenn's Cycle Ride".

Going into 2024 our regular user groups have fallen but our party hire is fairly regular. The hall hire rate increases for summer and winter have been implemented.

The surveys, land registry and planning have as at 31/12/23 come in at around £7300. There are more invoices for this in 2024.

The committee would like to say a huge thank you to Michaela Henson for all her legal advice and application completion for registering the land pro bona.

The best fundraising events of 2023 were the meet the neighbours and this year the bingo evening.

So far we have had 22 brick plaques purchased with just over £3500 raised. This fundraiser is ongoing with people being able to buy their brick in support at anytime.

As we stand today our account cash balance is around £43k

**A copy of the detailed report is attached at the end of these minutes.**

## Chair's Annual Report

SS read out the Chair and Committee report and a brief summary is as follows:

The biggest news for the village hall was the fact that we have been given planning permission to rebuild the hall. We have also managed to register the village hall with HM Land Registry.

A number of fundraising events have taken place since the last AGM and were very well supported by the local community. We thank each and everyone of you for attending and your support. Lots of grants and funds have been applied for.

**Please see attached the more detailed and actual Chairman and Committee report presented.**

### Matters Arising from previous meeting

GF has given Michaela Henson some flowers and card for all her hard work for the village hall.

GF has applied for "Gift Aid" status and is awaiting a password to complete the process. ( Some people who have said they would like to Buy a Brick are waiting until we have the gift aid sorted. )

SS and GF are on the case and it is ongoing, trying to sort out the village hall becoming incorporated.

### Maintenance Update

The small leak in the hall roof near the fireplace has been looked at by GF and ceiling tile replaced. No more leaks have come through so we are hopeful it was an isolated incidence.

The hanging baskets and flower pots have been replanted and the parking area has been weeded and bushes trimmed etc.

Our 5 year electrical certificate was completed in March with only a few minor replacements to be done which have now been completed and our insurers are very happy with the certificate.

Our yearly fire inspection did require all fire hydrants to be changed as they were out of date and the emergency lighting to be replaced. This work has been completed.

Safeguarding policy and Equal Opportunities policy had been drawn up and signed off.

**SS closed the meeting and requested that all current committee members stand down.**

### Appointment and Election of the Management Committee (Trustees) 2024/2025

People present were invited to stand as committee members for year 2024/2025.

All the existing committee members were happy to stand again.

Emily Hempstead who was not present has verbally agreed to stand again on the committee.

There were no more additional volunteers from the public.

The new committee members were then elected and are as follows:

**Stephen Smith – Chairman**

**Glenn Ford – Treasurer**

**Lisa Smith – Secretary**

**Sara Hunter-Dodds – Bookings Clerk**

**Nick Pratt – Maintenance/Social Media/IT**

**Emily Hempstead – Social Media**

**Carl Stretton – Parish representative (Not a Trustee)**

**John Piggot – Church representative (Not a Trustee)**

**The meeting was then opened to the public.**

## **Open Meeting**

Helen Ford and Sue Wood both thanked the committee for all their hard work with the fundraising events and keeping the hall going.

HF confirmed that the parish council have donated the King Charles picture that is now on the wall of the hall.

HF confirmed she is very happy to continue to help at all our future events.

## **AOB**

NP has created a Go Fund Me page and it has already generated £70 in donations for the rebuild.

The next fundraising event is Glenn and Carl's D-Day Memorial Ride. All the committee have voted to do a small farewell sendoff on Saturday 1<sup>st</sup> June. Vhall to do drinks and bacon rolls with a start time of 12pm.

SS put forward a suggestion (although a long way off) that eventually when we do reopen the new building that we use a member of our village to open the new hall rather than a celebrity. This was agreed by all trustees and public present.

GF would also like to thank Peach Events for all their event hire equipment which is provided to the hall free of charge.

Our next event after the cycle is Afternoon Tea and Meet the Neighbours on the 29<sup>th</sup> June. No meeting required we can liaise via email and whats app to make arrangements.

The committee would also like to thank Tina for all the hard work she does keeping the hall looking lovely and clean for all to use.

# **GLATTON VILLAGE HALL**

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Charity Registered Number 302636

Finally, thanks to all the committee members past and present, volunteers for their continued support, hard work and dedication to keeping the village hall going as part of our community. Also to all who come along and support our events THANK YOU!

## **Date of Next Meeting**

TBA

**The meeting ended at 8pm**

**GLATTON VILLAGE HALL**

**CHAIRMAN'S REPORT 22<sup>ND</sup> MAY 2024**

I WOULD LIKE TO THANK ALL TRUSTEES AND COMMITTEE MEMBERS FOR THEIR SUPPORT THROUGHOUT THE YEAR WHICH AS WE ALL KNOW IS CRUCIAL FOR THE ONGOING PROVISION OF THIS VALUABLE COMMUNITY ASSET.

I AM HOPING THAT THE TRUSTEES WILL CONTINUE WITH THEIR SUPPORT FOR ANOTHER YEAR.

THE GENERAL CONSENSUS OF THE COMMUNITY HAS BEEN ONE OF ENJOYMENT AND THANKS FOR ALL OF OUR EFFORTS.

THE STAGING OF EVENTS WILL CONTINUE TO BRING OUR COMMUNITY TOGETHER ALBEIT SOMETIMES AT A COST TO THE VHC, THE OPPORTUNITY TO RAISE FUNDS DOES NOT ALWAYS MATERIALISE, HOWEVER THE SOCIAL BENEFITS ARE JUST AS IMPORTANT.

TO RECAP THE EVENTS FOR THIS PERIOD WERE: -

1. MEET THE NEIGHBOURS –
2. OPEN DAY – PRESENTATION OF THE PLANS FOR THE NEW HALL.
3. MEET THE NEIGHBOURS AFTERNOON TEA
4. BINGO EVENING
5. CHRISTMAS FAYRE
6. SANTA'S GROTTO AND MEET THE NEIGHBOURS – SPECIAL THANKS TO SANTA AND HIS ELVES WHO HELPED MAKE THIS EVENT A HUGE SUCCESS. ALSO, TO CHRIS HEMPSTEAD, ANDREW, AND ROGER PLANT WHO REPAIRED SANTA'S SLEIGH.
7. TREASURE ISLAND THEATRE GROUP
8. TABLETOP SALE

THERE WERE ALSO A SIGNIFICANT NUMBER OF REGULAR USERS TOGETHER WITH ONE OFF EVENTS

LINE DANCING, PILATES, MARTIAL ARTS, FIRST AID TRAINING, COFFEE MORNINGS, AND COFFEE ARK.

WE WOULD LIKE TO TAKE THIS OPPORTUNITY TO THANK ALL THOSE WHO HAVE SUPPORTED OUR EVENTS AND ALSO USERS OF THE HALL.

**HALL UPKEEP**

THE HALL CONTINUES TO CHALLENGE US IN RESPECT OF IT'S GENERAL UPKEEP AND IS QUITE CLEARLY DETERIORATING.

WE HAVE TRIED TO KEEP EXPENDITURE ON THE HALL TO A MINIMUM WITH A VIEW TO USING THE AVAILABLE FUNDS TOWARDS THE REBUILD PROJECT.

**REBUILD PROJECT UPDATE**

THE PLANNING APPLICATION HAS BEEN APPROVED BY HDC ALBEIT WITH A NUMBER OF CHANGES FROM OUR PREFERRED SCHEME.

THE ABILITY TO FUND THE PROJECT IS CHALLENGING AND WE ARE CONTINUING TO PURSUE EVERY OPPORTUNITY.

WE WERE SUCCESSFUL IN SECURING FUNDS FROM GLATTON PARISH COUNCIL, WE WERE ALSO SUCCESSFUL IN SECURING A COMMITMENT TO FUNDING FROM HDC IN THE FORM OF CIL FUNDS.

WE HAVE BEEN AWARDED A GRANT OF £40,000 FROM CAMBRIDGE PRIORITIES CAPITAL FUND.

WE ARE CONTINUING TO SEE GOOD SUPPORT FOR THE" BUY A BRICK SCHEME"

WE WOULD LIKE TO EXTEND OUR GRATITUDE TO GLENN FORD FOR HIS MAGNIFICENT ACHIEVEMENT IN RAISING OVER £5000 BY WAY OF CYCLING FROM LAND'S END TO JOHN O'GROATS

WE ARE AWAITING THE DECISION REGARDING OUR APPLICATION TO THE GOVERNMENT BACKED COMMUNITIES' OWNERSHIP FUND – CIRCA £200,000

WE HAVE RESUBMITTED OUR APPLICATION TO THE NATIONAL LOTTERY COMMUNITIES' CAPITAL FUND WHICH CAN PROGRESS NOW THAT WE HAVE PLANNING PERMISSION.

WE HAVE RAISED/ HAVE PLEDGES FOR CIRCA £150,000 TO DATE.

WE BELIEVE THAT THE PROJECT WILL COST IN THE REGION OF £450,00 TO £500,000

THE PROJECT TEAM INCLUDES: -

THE VILLAGE HALL COMMITTEE,

STEPHEN SMITH, LISA SMITH, SARA HUNTER-DODDS, EMILY HEMPSTEAD,

GLEN FORD, NICK PRATT

PARISH COUNCIL CHAIRMAN – CARL STRETTON

ST NICHOLAS CHURCH REPRESENTATIVE – JOHN PIGGOTT

LEGAL ADVICE – MICHAELA

## **LEGAL IDENTITY**

THE GLATTON VILLAGE HALL IS A CHARITY WHICH IS MADE UP OF A NUMBER OF ELECTED TRUSTEES, WE HAVE BEEN ADVISED THAT IT WOULD BE SENSIBLE TO CONVERT THE CURRENT LEGAL STATUS TO AN INCORPORATED CHARITY IN ORDER TO PROVIDE SOME LEGAL PROTECTION TO THE CURRENT AND ALL FUTURE TRUSTEES.

THE PROCESS IS UNDERWAY AND EXPECTED TO COMPLETE BEFORE ANY COMMITMENT TO CONTRACTORS FOR THE REBUILDING PROJECT.

## **GLATTON VILLAGE HALL**

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Charity Registered Number 302636

WE HAVE SUCCESSFULLY REGISTERED THE INTEREST IN THE HALL (DATED 4<sup>TH</sup> DECEMBER 2023) WITH HM LAND REGISTRY TITLE NO CB481525.

WE WOULD LIKE TO THANK TINA WHO DOES A GREAT JOB KEEPING THE HALL CLEAN, ALSO ALL THOSE WHO CONTINUE TO PROVIDE US WITH THE HELP AND SUPPORT WE NEED TO MAKE ALL THIS POSSIBLE.

# **GLATTON VILLAGE HALL**

Unaudited annual report and financial  
statements for the year ended 31 December  
2023

Charity Registered Number 302636

Charity Registered Number 302636

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**Reference and administrative details of the charity, its trustees and advisors**  
for the year ending 31 December 2023

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**Trustees**

Lisa Smith

Stephen Smith

Sarah Hunter-Dodds

Emily Hempstead

Glenn Ford

**Charity Registered Number**

302636

**Correspondence Address**

Paddock View

High Haden Road

Glatton

Huntingdon

PE28 5RU

**Independent Examiner**

Carol Rogers

Chromium Bookkeeping

63 Riverside Mead

Peterborough

PE2 8JN

[carol@crbk.uk](mailto:carol@crbk.uk)

**Bankers**

Barclays Bank plc

1 Churchill Place

London

E14 5HP

Charity Registered Number 302636

**Independent Examiner's report on the accounts**  
for the year ending 31 December 2023

I report on the accounts of Glatton Village Hall for the year ended 31 December 2023 which are set out on pages 5 and 6.

**Responsibilities of trustees and examiner**

The charity trustees are responsible for the preparation of the accounts. The Charity trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (The Charities Act) and that an independent examination is needed.

It is the responsibility of the independent examiner to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general directions of the Charity Commission (under section 145(5)(b)) of the Charities Act
- to state whether particular matters have come to my attention.

**Independent examiner's statement**

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures within the accounts, and seeking explanation from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 Charities Act and to prepare accounts which accord the accounting records 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.

Carol Rogers

Chromium Bookkeeping

Independent Examiner

7<sup>th</sup> June 2024

# GLATTON VILLAGE HALL

Charity Registered Number 302636

## Receipts and Payments

For the year ending 31 December  
2023

### Total of Other Receipts

<b>Unrestricted Funds</b>	<b>2023</b>	<b>2022</b>
<b>Receipts</b>	<b>£</b>	<b>£</b>
Lettings -		
St. Nicholas' Church, Glatton	117	286
Glatton Parish Council	156	26
Tang So Doo	332	975
Huntingdonshire District Council		200
Bingo	90	520
Pilates & Yoga	639	
Line dancers	611	1365
Aerobics		546
Karate		663
Cycle Club		
Other parties and functions	1684	650
	<b>3,629</b>	<b>5,231</b>
Other net receipts -		
Donations received	500	686
Interest received	298	31
Theatre ticket Prepayments		320
Development Fund		3194
Government Grants		7224
Buy a Brick	2350	
Open Events	3609	
Lands End-John O' Groats Cycle Ride	5186	
	<b>11,943</b>	<b>11,455</b>
<b>Total Receipts</b>	<b><u>15,572</u></b>	

	<b>2023</b>	<b>2022</b>
<b>Payments</b>		
General overheads		
Water rates	361	217
General rates	85	144
Insurance	1251	1137
Electricity	903	533
Cleaning materials		251
Cleaner/Window Cleaner	1595	1303
Buildings expenses	250	3444
Subscriptions	60	57
Fire safety check	321	205
Survey/Dev costs – redevelopment	7048	550
Theatre Fees	1100	
Refunds	90	
Event Expenses	569	
<b>Total Payments</b>	<b>13,633</b>	<b>7,841</b>
<b>Excess (expenditure) / Income for the year</b>	<b>1,939</b>	

**Statement of assets and liabilities**for the year ending 31 December  
2023

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Current Assets</b>		
Cash at bank -		
Deposit account	30792	32499
Current account	5257	6904
Development account	5291	
Stock Cash	170	170
in hand -		
<b>Net assets</b>	<b><u>41,510</u></b>	<b><u>39,573</u></b>
<b>Funds</b>		
Reserves brought forward	39402	30557
Excess (expenditure) / Income for the year	1939	8845
	<b><u>41,341</u></b>	<b><u>39,402</u></b>

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