

Annual General Meeting

Glatton Village Hall Committee Meeting

22nd May 2023

Present: Stephen Smith, Lisa Smith, Glenn Ford, Emily Hempstead, Isla Stephenson

Apologies: Sara Hunter-Dodds, Georgia Allsop

Welcome by the Chairman

Stephen opened the AGM at 7pm and welcomed the committee and the public.

Minutes

The minutes of the last meeting held on 1st March 2023 were signed as a true record of proceedings.

Annual Reports

Treasurer's Report

Isla presented the details of the treasurer's report.

The statement of accounts (which are unaudited) were presented for the financial year ended 31st December 2022, these have been independently verified by Carol Rogers.

Isla confirmed that had we had received another small Covid grant from the government in 2022 together with a donation to the development fund.

The hall retains a healthy bank balance and although electricity bills have gone up (Jane Brignall had secured a good fixed rate tariff before she left the committee) it has been able to almost break even with the user group income for the year.

It has been agreed that the rates for the user groups and private hires will be put up as from the

1st July 2023 with a winter and summer rate for the user groups.

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

Chair's Annual Report

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

A number of events took place and all had been successful albeit not always profitable.

The hall was in the process of going through planning for the new rebuild project and SS and the trustees were already talking and applying for grants from various sources most of which hinged on full and successful planning permission being granted.

Please see attached the more detailed and actual chairman and committee report.

There were no matters arising from the previous meeting or what has been discussed so far at the AGM.

Maintenance update

Glenn Reported:

We started the last year with a hole in the roof which was finally repaired in June 2022 after a lengthy wait on materials etc.

All certificates are up to date.

The watering system sprinklers for the hanging baskets still need to be repaired and GF was in the process of fixing the problem.

After a function in the hall we had some complaints from the line dancing group that the floor, even after cleaning a few times was dull and sticky. GF is on the case to source getting the floor lightly sanded and resealed. The floor is now, with more cleaning, free from the stickiness but it has lost it's shine.

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

Appointment and Election of the management committee (Trustees) 2023/2024

People present were invited to stand as committee members for the year 2023/2024.

Isla Stephenson unfortunately stood down from the committee and the role of treasurer. SS thanked her for all the work and help she had contributed whilst being on the committee and that she will be sorely missed. The remainder of the existing committee were happy to stand again.

There were no more additional volunteers from the public.

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

Stephen Smith – Chairman/Maintenance

Glenn Ford – Vice Chair/Maintenance/Treasurer

Lisa Smith – Secretary

Sara Hunter-Dodds – Bookings Clerk

Emily Hempstead – Social Media

Georgia Allsop – Social Media

Carl Stretton – Parish Representative (Not a Trustee)

John Piggot - Church representative

The meeting was then opened to the public.

Open Meeting

Stephen encouraged all members of the public present to voice any matters they wished to raise.

Helen Ford – no issues and is happy to assist with anything the hall requires and at functions etc. She also likes the new design of the hall and hopes the committee can put it into action.

Una Miller – Thanked the committee for all their efforts.

Kirsty Peck – echoed Una's comments and also said that they had really enjoyed the events and functions we had hosted in the past year.

Becky – speaking on behalf of the church is launching a new Coffee Arc. Becky will be working with volunteers who will bring coffee, supplies and mental health support to the community and one of the places they will be using is the village hall. GVH trustees are fully supportive of this initiative and will be supporters and nominated charity for the Arc. The church and Vhall want to establish a much closer bond and to help each other and work together on different projects. The church also have access to certain grants which could be applied for on behalf of the Vhall with things like toilets and running water grants. Becky has a wealth of experience with fundraising and is willing to advise and support as much as possible.

Neil Varham – suggested the possibility of exploring the opportunity to raise funds from the Sawtry Larkfleet Development.

He also believed that the flood and heritage statements were in **his** opinion not as strong as they could be to get through the planning process.

He suggested some amendments to the design of the building.

He raised the issue regarding the land registry of the hall but both SS and GF confirmed that we have a solicitor already on the case and the process is nearing a close.

The committee acknowledges all the points raised and said they would have a look to see if they can improve or clarify official statements etc and would obviously take the lead from the Huntingdonshire Planning Committee.

Miles Stephenson – Offered to rewrite the heritage statements for the Vhall if required.

He was also a little concerned that the budget for the rebuild may be insufficient, Stephen confirmed that the initial estimates were subject to change pending the final full planning approval also that there would be a significant amount of volunteer work which would be recorded as part of the "match funding".

Stephen confirmed that there had been extensive dialogue with funders who were keen for us to document the volunteer element of the project which would strengthen our case for grant funding.

The discussion then turned to future fundraising events and a number of ideas were thrown into the mix including :-

- Table tennis club and indoor bowls club – the hall had already been approached by Sawtry table tennis club but unfortunately at the time the hall was not available on the nights they were looking for, however since then we have informed them of a night that had become available to hire but we have not heard back from them.
- Isla suggested that we may want to start to introduce a 2 user group sittings each night and it is something the committee will look into at the next meeting.
- A combined event with the church of a black tie ball or Harry Potter themed dinner in the church.
- Escape rooms (Becky suggested visiting Cromwell House in Ely)
- Board games and drinks evening.

Stephen finished up by thanking Michaela for all the work she is undertaken on behalf of the VHC – land registry and the incorporation of the charity.

Also Tina for all the hard work she does keeping the hall looking lovely and clean for all to use.

Finally thanks to all the committee members past and present, and volunteers for their continued hard work and dedication to keeping the village hall going as part of our community.

AOB

No other business.

Date of the next meeting - TBA

The meeting ended at 8.15pm

GLATTON VILLAGE HALL

Unaudited annual report and
financial statements

for the year ended 31 December 2022

Table of Contents

Reference and administrative details of the charity, its trustees and advisors..... 7

Independent Examiner’s report on the accounts..... 8

Receipts and Payments **Error! Bookmark not defined.**

Statement of assets and liabilities **Error! Bookmark not defined.**

Reference and administrative details of the charity, its trustees and advisors
for the year ending 31 December 2022

Trustees

Lisa Smith

Stephen Smith

Isla Stephenson

Sarah Hunter-Dodds

Emily Hempstead

Glen Ford

Georgina Allsopp

Charity Registered Number

302636

Correspondence Address

White Gables

6 Sawtry Road

Glatton

Huntingdon

PE28 5RZ

Independent Examiner

Carol Rogers

Chromium Bookkeeping

63 Riverside Mead

Peterborough

PE2 8JN

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 2022

I report on the accounts of Glatton Village Hall for the year ended 31 December 2022 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

21st May 2023

GLATTON VILLAGE HALL

Charity Registered Number 302636

Receipts and Payments

For the year ending 31 December 2022

Unrestricted Funds	2022	2021
	£	£
Lettings –		
St Nicholas' Church, Glatton	286	195
Glatton Parish Council	26	78
Tang So Doo	975	592
Huntingdonshire District Council	200	175
Bingo	520	
Sew Sawtry		195
Line Dancers	1365	975
Aerobics	546	
Karate	663	253
Cycle Club		50
Other Parties and Functions	650	290
	<u>5,231</u>	<u>2,803</u>
Other net receipts -		
Donations received	686	
Interest received	31	2
Theatre Ticket refunds	320	
Development Fund	3194	
Government Grants	7224	18708
	<u>11,455</u>	<u>18,710</u>
Total Receipts	<u>16,686</u>	<u>21,513</u>
Payments		
General overheads –		
Water rates	217	208
General rates	144	65
Insurance	1137	944
Electricity	533	462
Cleaning materials	251	238
Cleaner	1303	855
Window cleaner		45
Building Expenses	3444	100
Postage and stationary		46
Subscriptions	57	57
Fire Safety Check	205	228
Equipment		170
Survey/Dev costs	550	
Accountant/Bookkeeper		25
Total Payments	<u>7,841</u>	<u>3,418</u>
Excess (Expenditure)/ Income for the year		<u>8,845</u>

Statement of assets and liabilities

For the year ending 31 December 2022

	2022	2021
	£	£
Current Assets		
Cash at Bank –		
Deposit account	32499	28737
Current account	6904	1845
Savings account		
Stock	170	
Cash in hand –		
Net assets	39,573	30,582
Funds		
Reserves brought forward	30557	12487
Excess (expenditure)/Income for the year	8845	18070
	39,402	30,557

GLATTON VILLAGE HALL

CHAIRMAN'S REPORT 22ND MAY 2023

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. QUEENS PLATINUM JUBILEE
3. AFTERNOON TEA AT HIGH HADEN LIVERY – SPECIAL THANKS TO EMILY AND DIANE
4. BINGO AND DISCO EVENING
5. 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.
6. ALICE IN WINTERLAND THEATRE GROUP
7. KINGS CORONATION BBQ

THERE WERE ALSO A SIGNIFICANT NUMBER OF REGULAR USERS TOGETHER WITH ONE OFF EVENTS LINE DANCING, PILATES, MARTIAL ARTS, FIRST AID TRAINING, COFFEE MORNINGS.

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 REGISTERED BY HDC AND IS IN PROCESS.

GLATTON PARISH COUNCIL HAVE APPROVED THE APPLICATION WHICH HAS BEEN COMMUNICATED TO HDC.

THE ABILITY TO FUND THE PROJECT IS CHALLENGING AND WE HAVE PURSUED VARIOUS FORMS,

Charity Registered Number 302636

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 HOWEVER FAILED IN OUR BID TO SECURE FUNDS FROM THE QUEEN'S PLATINUM JUBILEE FUND AS THEY RULED THAT THE FUND WAS NOT INTENDED TO SUPPORT REBUILD PROJECTS.

WE HAVE HAD POSITIVE MEETINGS WITH THE NATIONAL LOTTERY COMMUNITY FUND TEAM WHO HAVE EXPRESSED A WILLINGNESS TO SUPPORT.

WE BELIEVE THAT WE WILL NEED TO SECURE FULL PLANNING PERMISSION FOR THIS PROJECT IN ORDER APPLY FOR THE ADDITIONAL FUNDS THAT WE WILL NEED.

THE PROJECT TEAM INCLUDES :-

THE VILLAGE HALL COMMITTEE ,

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

GLEN FORD , GEORGIA ALLSOP,

PARISH COUNCIL CHAIRMAN – CARL STRETTON

ST NICHOLAS CHURCH REPRESENTATIVE – JOHN PIGGOTT

LEGAL ADVICE – MICHAELA

WE WILL NEED TO SECURE OTHER FORMS OF LOCAL FUNDING WHICH WILL ENHANCE OUR CHANCES OF SUCCESS WITH THE LARGER FUNDER WE HAVE A NUMBER OF IDEAS THAT WE WILL PURSUE.

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.

COMMUNITY EVENTS 23/24

SEE CALENDAR OF EVENTS

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.