

Annual General Meeting

Glatton Village Hall Committee Meeting

19th May 2022

Present: Stephen Smith, Lisa Smith, Glenn Ford, Sara Hunter-Dodds, Isla Stephenson

Apologies: None

Welcome by the acting chairman

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

Minutes

The minutes of the last meeting held on 1st March 2022 were signed as a true record of proceedings.

Annual Reports

Treasurer's Report

IS presented the details of the treasurer's report.

A statement of accounts were presented for the financial year ended 31st December 2021 which had been independently audited by Carol Rogers.

IS confirmed that had we had received more Covid grants from the government in 2021 and at the start of 2022. Although we had a slight loss without the grants for 2021 the vhall has a very healthy balance and so far in 2022 has operated within the income received from user groups.

The user groups and private hires have been paying on time and SHD and IS working well with each other and communicating with regards to the hire and invoicing of the hall.

A copy of the detailed report is attached.

Balances as at 31st December 2021

Charity Registered Number 302636

Community Account	£1819.85
Business Account	£28737.77
Savings Account	£0
Petty Cash/wine stock	£170.10

Total	£30727.72
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Chair's Annual Report

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

The vhall continued to be affected by Covid restrictions during 2021 but due to government grants the hall was in a stronger financial position.

A number of events took place and all had been successful for the relevant organisers.

The vhall "Meet The Neighbours" event was a huge success and was something the villagers would like to see on a more regular basis.

The vhall is celebrating it's 70th Anniversary this year !

The hall roof was damaged in the storms in March 2022 and will be repaired ASAP (we were awaiting instructions from the insurers and now the contractors have been given the go ahead to commence repairs)

The current committee will be meeting over this next year to decide how we take the refurbishment of the hall forward.

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.

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

Appointment and Election of the management committee (Trustees) 2022/2023

Charity Registered Number 302636

People present were invited to stand as committee members for the year 2022/2023. The existing committee were happy to stand again but unfortunately there were no 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

Isla Stephenson – Treasurer

Lisa Smith – Secretary

Sara Hunter-Dodds – Bookings Clerk

Carl Stretton – Parish Representative (Not a Trustee)

The meeting was then opened to the public.

Open Meeting

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

Felicity Ford – thought the commemorative bench outside could do with a bit of TLC. So committee decided to sort asap.

Helen Ford – no issues and is happy to assist with anything the hall requires and at functions etc.

Carl Stretton – Thanked the committee for the jobs they were doing and said he too would help as much as possible, where possible.

Neil Varnham – no issues

Village Hall Platinum Jubilee 24th May 2022

SS & LS have ordered a banner for the hall to commemorate the 70 years to be displayed outside the hall. It should hopefully arrive on the 23rd May.

We had agreed at our previous meeting to also get a commemorative plaque, SS have found some and will run past design and wording etc at the next meeting or via email if before.

Maintenance Update

GF read out the maintenance issues and the report is attached.

No major issues (roof is under the insurance and is being dealt with)

GF has sorted the hanging baskets with red, white and blue plants for the Jubilee celebrations (which look lovely)

It was agreed that we will move the grit box outside the front of the hall (will ask Paul Williams if he would kindly move it with his tractor) and place nearer the end of the building and to get some more planters and flowers to place in front of the hall.

Committee's Vision/Plan

There is a long way to go and boxes to tick before we can start to physically refurb the village hall, however so far SS has contacted local and district councillors on potential funding opportunities and a quote for replacing the roof as it stands today which would be in the region of £70K plus VAT.

We are not sure we would be able to raise enough funds for a rebuild so a refurbishment is looking more likely at this stage. The current committee will meet together and come up with ideas/design and once the committee know what we would like to achieve then we will go to the next stage of promoting our design/changes with local planning officers etc and try and come up with a fully costed proposal which will give us some sort of idea of how much money we are going to have to raise and grants required. There was even mention of installing electric charging points for cars so we could take an income from this but this again would have to be fully investigated.

Villagers who attended the "Meet The Neighbours" event seemed to understand that we do need to do something to preserve our village hall for another 70 years and all seemed very supportive.

GF is going to ask Mikaela if she is still okay to act for us with regards to registering the land etc.

GLATTON VILLAGE HALL

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Charity Registered Number 302636

NV also said English Heritage would also need to be involved with possible changes and planning for the hall along with the conservation team.

Also if we have new roof and insulation they may make us bring everything into line with current regulations, which the committee would be happy to do anyway to future proof the hall long term. NV also happy to sit in on a planning meeting.

AOB

LS mentioned that Roger Plant and family were going to host an afternoon tea to start raising funds for the village hall which we thank them for and will give all our support to help with the success of the afternoon.

The Village Hall has donated £100 (along with the Church and the Parish Council) to the Queen's Jubilee Street Party being held on the Sunday 5th June 2022.

Date of the next meeting - TBA

The meeting ended at 8.15pm

Treasurer's Report

GLATTON VILLAGE HALL

Unaudited annual report and financial
statements for the year ended 31
December 2021

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Reference and administrative details of the charity, its trustees and advisors
for the year ending 31 December 2021

Trustees

Lisa Smith

Stephen Smith

Isla Stephenson (Appointed Oct 2021)

Sarah Hunter-Dodds (appointed Apr 2021)

Erika Berry (Appointed Apr 2021)

Glenn Ford (Appointed Apr 2021)

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

GLATTON VILLAGE HALL

Charity Registered Number 302636

PE2 8JN

carol@crbk.uk

Bankers

1 Churchill Place

London

E14 5HP

Barclays Bank plc

Charity Registered Number 302636

Independent Examiner's report on the accounts
for the year ending 31 December 2021

I report on the accounts of Glatton Village Hall for the year ended 31 December 2020 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

11th March 2021

GLATTON VILLAGE HALL

Charity Registered Number 302636

Receipts and Payments

Unrestricted Funds		2021 £	104	2020
Receipts			20 461	£
Lettings -			150	
St. Nicholas' Church, Glatton			78 169	
Glatton Parish Council			650 195	
Tang So Doo				
Huntingdonshire District Council			504	
Women's Institute	-			
Sew Sawtry	195			
Line dancers	78 592			
Aerobics	-	175	135	
Karate			5	
Cycle Club	195		78	
Other parties and functions	975	2,803	<u>10,000</u>	2,330
Other net receipts -	253			
Donations received	50			
Interest received	290			
Development Fund		18,710		
Government Grants				10,218
	2	<u>21,513</u>	128	
			29	<u>12,548</u>
Total Receipts	18708		975	
			1,075	
Payments				
General overheads Water rates				
General rates			1,205	
Insurance			94	
Electricity			77 134	
Cleaning materials	208		578	
Cleaner	65 944			
Window cleaner	462			
Buildings expenses	238			
Postage and stationery	855			
Subscriptions	45			
Fire safety check	100			
Equipment	46 57			
Other gifts and flowers	228			
Accountant/Bookkeeper Total	170	3,443		4,294
Payments	25			

GLATTON VILLAGE HALL

Charity Registered Number 302636

for

18,070

the **Excess (expenditure) / Income for the year**

year ending 31 December 2021

Statement of assets and liabilities

	2021 £	2020 £
Current Assets	28,737	
Cash at bank -	1,845	
Deposit account	-	11,283
Current account	-	1,016
Savings account	<u> </u>	78
Cash in hand -		110
Net assets	<u>30,582</u>	<u>12,487</u>
Funds		
Reserves brought forward	12,487	5,211
Excess (expenditure) / Income for the year	<u>18,070</u>	<u>7,276</u>
	<u>30,557</u>	<u>12,487</u>

ANNUAL REPORT BY CHAIR AND COMMITTEE

Presented for the AGM : May 19th 2022

Glatton Village Hall Charity Committee
Glatton Village Hall
High Haden Road
Glatton
Huntingdon
PE28 5RU
Charity Registration number: 302636

Current Trustees

Stephen Smith (Chair)
Lisa Smith (Secretary)
Isla Stephenson (Treasurer)
Sara Hunter-Dodds (Bookings)
Glenn Ford – (Maintenance)

Bankers

Barclays Bank
1 Churchill Place
London
E14 5HP

Independent Examiner

Carol Rogers
Chromium Bookkeeping
63 Rivermead
Peterborough
PE2 8JN

Chairman & Committee Report

The use of the hall continued to be affected during the last period by the necessary restrictions imposed by the government in our collective fight against Covid 19.

The impact of the restrictions resulted in less use of the facility but surprisingly, due to the fiscal policies of the government greater income.

The village hall funds are therefore very healthy compared to previous years.

The normal user groups continued (where possible) and have expressed their wish to renew their commitment, we thank them for their support.

There were also a number of private events together with events organised by the Glatton Village Church, all of which proved to be very successful for which we also offer our thanks.

The committee organised a “meet the neighbours” event which was designed to enable local community to engage with their neighbours – this was a resounding success with a significant number of villagers attending.

The committee took the opportunity to invite attendees to voice their opinions as to uses for the hall some of which have been listed below:-

Meet the neighbours – 6 monthly

Children’s Christmas event

Farmers market

Bring and buy Sale

Fancy dress disco

Art Classes

Cooking classes

Gymnastics classes

Race night

Bingo

Charity fundraising events.

Table Tennis club

All of the ideas presented were gratefully received

We took the opportunity to inform the local community that the village hall was 70years old on the 24th May 2022.

We were privileged to display some historical records donated to us which documented a number of events and participants who were responsible for delivery a fully functioning fit for purpose community centre on the 24th May 1952, which is largely the same as it was back then.

We intend to mount this record of events for all to see.

We will be acquiring a celebration plaque to be placed in the hall to recognise the effort of the original committee and associates in providing the facility.

Current Challenges

There exists a number of challenges that face the current committee some of which have been highlighted in previous meetings.

Charity Registered Number 302636

The roof was recently damaged in a storm which required emergency repair.

The appointment of contractors proved to be difficult due to the fact that the roof is asbestos/cement.

We have now appointed KGM roofing of Peterborough to conduct the repair, our insurers have approved.

We are conscious that the building is in constant need of maintenance and are therefore forced to acquire and allocate funds to continue to provide a fit for purpose facility encompassing all current legal requirements.

The current committee continue to be committed to the preservation of the facility with a view to embarking on a major refurbishment project, the details of which will be disclosed at a later date.

GVH Annual Meeting 19.05.22**Maintenance Report**

1. Fire Certificate/Inspection Completed (January 2022, Lisa Smith has report)
2. Electrical Testing
 - a. Fixed Wiring: Next required April 2024
 - b. Portable Appliances testing: Recommend moving to the HSE current guidelines on "Maintaining portable electrical equipment in a low-risk environment"
 - i. GF to put together a survey of equipment under the guidelines and set up a schedule of inspection and testing as required per item to be completed and implemented by June 30, 2022.
 - ii. In the interim GF has conducted a quick review of current Portable Appliances and a visual check to ensure equipment is safe.
3. Gents Dry Urinals, Anti-Bacterial Flush Complete
4. Asbestos
 - a. Recent disturbance from Storm Eunice resulting in one roof panel lifting off and subsequent drain vent pipe disturbance.
 - b. Insurance have approved the Roof Temporary repair by way of the installation of a new panel over the existing roof.
 - c. The vent pipe has been replaced temporarily with a PVC pipe.
 - d. GF arranging for the wrapping and removal by local authority for the redundant pieces.
5. Longer term solution for the maintenance, repair and/or replacement of the roof currently under review by the committee in line with a long-term plan for the Hall.
6. Flowers, Baskets and Grounds
 - a. SWS and GF cleared shrubs back from front wall ready for hanging baskets.
 - b. Red, White and Blue Hanging Baskets out this week.
 - c. 4 Planters planted out yesterday
 - d. Watering system activated but 3 planters still need watering by hand (volunteers welcome)
 - e. Need for weeding/Weed killer