

# **Semley Village Hall**

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## **Semley Village Hall Management Committee Annual General Meeting (for Year April 1<sup>st</sup> 2018 to March 31<sup>st</sup> 2019)**

in  
The Benett Arms  
7.15pm 22<sup>nd</sup> January 2020

### **Minutes of Meeting**

#### **Those present:**

Mr. A. Duthie, Chairman  
Mr. D. Perry, Hon. Treasurer  
Mr. A. Roger, Bookings Secretary  
Mrs. D. Kennett  
Mrs. J. Richards  
Mrs. A. Pitman  
Mr. D. Hatcher

#### **Apologies:**

Mrs. A. Becker

#### **1. Election of Chairman**

In accordance with the Constitution, Mr. A. Duthie volunteered to remain as Chairman of the committee. Mr. D. Perry proposed that Mr. Duthie remain as Chairman. This was seconded by Mrs. J. Richards and endorsed by the committee.

#### **2. Resignations**

The Chairman advised that Mr. Paul Gilbert, prior to leaving the village for a new career, had tendered his resignation from the committee. Mrs. Deborah Kennett advised her intention to resign from the committee when she would also move from the village some time in 2020. The Chairman thanked Mrs. Kennett for her committee work over the years. This was endorsed by the other committee members.

#### **3. Re-Appointment of Treasurer**

Mr. David Perry agreed to continue as Treasurer.

#### **3. Re-Appointment of Bookings Secretary**

Mr. Andy Roger agreed to continue as Bookings Secretary

#### **4. Appointment of New Committee Members**

The Chairman introduced Mr. David Hatcher who had volunteered to become a Committee Member. He was welcomed by the other Committee Members.

## **5. Minutes of Annual General Meeting (April 1<sup>st</sup> 2017 to March 31<sup>st</sup> 2018)**

These were approved by the committee, subject to amending a typographical error. The “Dates of next meetings” will be amended to state 2019 and not 2020.

## **6. Chairman’s Report (April 1<sup>st</sup> 2018 to March 31<sup>st</sup> 2019)**

The Chairman’s Report was agreed as being a fair representation of activities during the period April 2018 to March 2019. The Chairman re-iterated his thanks for the Committees efforts and the efforts of other volunteers during the period.

## **7. Financial Report (April 1<sup>st</sup> 2018 to March 31<sup>st</sup> 2019)**

The Financial Accounts are attached. Mr. Perry advised that:

- Gross Income for 2018/19 was £8,844.56; 46% higher (£2,798.28) than in 2017/18 (£6,046.28) due to significantly higher income from hall hire, specifically that associated with the use of the Hall by South Hills (Nursery) School.
  - Routine Hall Hire income was £1,221.00; a decrease of £629.50 (34%) compared with 2017/18 (£1,850.50).
  - Hall Hire income from South Hills School was £6,380.00; an increase of £3,340 (110%) compared with 2017/18 (£3,040.00) due to South Hills hiring the hall for three full terms during the period.
  - Donations and Events contributed £1,240.00 (£1,000 Village Fete and £240 Parish Council); this was £85.00 higher (7%) than in 2017/18 (£1,155.00).
- Gross Expenditure including day to day running costs, extraordinary and capital expenditure for 2018/19 amounted to £7,855.80; £301.34 (4%) higher than in 2017/18 (£7,554.46).
  - Routine running costs were £3,230.82; an increase of £799.21 (33%) compared with 2017/18 (£2,431.61) mainly due to a 131% increase in gardening and cleaning costs (£835.66), a 12% increase in electricity charges (£1,416.74), fire inspection costs (£139.82), and 219% increase in water charges (£127.62) due to increased use of the hall.
  - Extraordinary expenditure costs were £4,624.98; a decrease of £497.87 (10%) compared with 2017/18 (£4,962.61) covering materials, labour and costs associated with electrical works including PAT testing, manufacture and upholstery of storage benches for the main hall, new tables and dishwasher and modifications to outdoor play equipment and ground works for the new car park.
- The closing Bank Balance on March 31<sup>st</sup> 2019 stood at £7,009.36 (£4,007.65 in the Current Account and £3,001.71 in the Deposit Account). This is £987.98 higher compared with 2017/18 (£6,021.38). The finances are in a strong position with 2018/19 routine income (£7,604.56) more than adequately covering routine expenditure (£4,891.28).

The Chairman thanked Mr. Perry for preparing the accounts. The Chairman advised that to ensure strong finances, capital improvements would only be undertaken when funds were available. This approach was endorsed by the committee. It was also agreed that alternative electricity providers should be investigated to reduce costs.

The accounts were approved and will be submitted to the Charities Commission.

**8. Village Hall Improvement Programme**

See Chairman's Report

**9. Any Other Business**

Mr. Roger advised that prospective hirers are being shown the hall, during nursery term-time, to ensure they are OK with nursery notices/display boards mounted on the walls of the main hall and with some nursery equipment being stored in the hall.

The Chairman advised that Mr. Rob Foster had agreed to update the web site to encourage new users.

Mr. Roger advised that two bands had approached him to use the hall:

- A jazz band touring the UK. They would charge £300 with the hall taking all proceeds or they would promote jointly with the hall with the band taking 80% and the hall taking 20% of ticket sales. They would provide the PA system and lights. Proceeds from a bar and food would go to the village hall. A provisional date of Friday September 18<sup>th</sup> was agreed by the committee. Mr. Roger agreed to confirm the booking and also find a suitable jazz related support act.
- A folk duo is touring from the USA. They would charge £200 with the hall taking all the proceeds. They would provide PA and lights. Proceeds from a bar and food would go to the village hall. A provisional date of Saturday October 10<sup>th</sup> was agreed by the committee. Mr. Roger agreed to confirm the booking and find a suitable folk related support act.

The Chairman advised that other fund raising activities would be required to continue funding the upkeep and improvements to the village hall. These would need to be scheduled to ensure they do not conflict with any fund raisers being held by Sedgehill village hall that has a new committee in place.

**10. Date of next Ordinary Meeting**

To be advised, but in early 2020.

**11. Date of next Annual General Meeting**

To be advised, but after April 2020.

A.C. Duthie  
Chairman - Village Hall Management Committee  
February 15<sup>th</sup> 2020