

# **Annual General meeting of Ston Easton Village Hall**

*Thursday 18<sup>th</sup> May 2023 at 6pm*

1. Welcome, and apologies for absence.
2. Those present.
3. Minutes of previous AGM 19<sup>th</sup> May 2022.
4. Matters arising from previous meeting.
5. Chairman's Report.
6. Treasurer's Report.
7. Election of new committee.
8. AOB.
9. Close.

**Draft Minutes of the Annual General Meeting of the Committee of Management  
of Ston Easton Village Hall  
Thursday 19<sup>th</sup> May 2022 at 6pm**

**1. Apologies:-**

Rebecca Gary, Ainslie Saunders, Fiona Swainston, and Jesse Maggs

We attempted a Zoom call at Jesse's request, but it was unsuccessful.

**2. Present:-**

Krissie Dukes, Margo Wilcock, Kirsten Jones, Carol Fitzsimmons, David Watts, Graham Jones, Karen Ayre, Paul Clayton, Rick Fitzsimmons, and Valerie Jones

**3. The minute of the last meeting** were accepted. Proposed by Graham and seconded by Carol.

**4.A.O.B.** It was pointed out that we were still trying to resolve the situation with regard to responsibility for cutting the playing field grass. Rick explained the situation regarding the Trustees.

**5. Chairman's report** The full report is part of the Document pack. Rick went through various points. The hall has become very busy since the improvements made during lock down, it has become difficult at times to find a vacant slot.

The government grants enabled us to embark on improvements immediately rather than wait until we had done sufficient fund raising to finance them, which would have taken several years.

The Parish Council have provided funds towards the improvement to the car park, which he pointed out was a general amenity used not only by Village Hall users, but the community at large.

There are still a few large projects to be tackled, insulation in roof of the Annexe, completion of the kitchenette in the Meeting Room, guttering and fascia along the front of the hall, improvements to the outside lighting and four additional acoustic panels.

In year three we will be concentrating on more community events. The Afternoon teas once a month seems very popular, Clare hall is joining in and we are hoping the local Mums and children will pop in on their way home from school.

Now that we have a new committee and support group in place it is hoped that we can establish a system whereby volunteers join in with general day to day care and maintenance.

Rick ended by thanking everyone for continued hard work.

**6. Treasurer's Report**

The audited accounts were presented, and in the absence of Fiona, who was traveling home from France, the report was read by Val Jones.

**Graham Jones was thanked for his work in auditing the accounts**

**7. Election of the Committee of Management of Ston Easton Village Hall.** (The Management Committee)

Rick explained that the Management Committee was required under the terms of our legal document and that they were also the Trustees named at the Charities Commission. The Committee is only required to meet formally twice a year, although in practise since they are part of the organising group it works out more often than that.

Rick and Val are happy to stand again.

Krissie Dukes volunteered to become Treasurer - Graham will help Krissie get started.

Kirsten Jones is the fourth member and Trustee.

The formal meeting ended at 6.35pm

**Refreshments were served during which there was an open discussion.**

The other attendees agreed to form a support group to help with day to day running of the hall and fund raising. We agreed The Way Forward would be a good name.

Ideas for events:

It was thought that holding events for specific charities would encourage more people to come along.

Whist Drive - Dave Watts would organise - it was suggested that maybe a beginner's session would be a good start.

Quizzes with maybe a fish and chip supper

Skittles -

Film Night - Graham to investigate the cost.

Race Night - a good fund raiser

Christmas Concert

Dorothy House Fashion Show - this was a popular event and might prove popular again.

Payment for community events for charities is waived, as long as the organiser doesn't benefit.

It was pointed out that we still have a few large projects at the hall still outstanding. Although we have funds to pay for these, we could hold a fund raiser for specific items like staging which would be a very useful addition, but quite costly. It might be good to hold a special event.

The list of outstanding projects

Roof insulation in Annexe - we have quotes but further advice being sought.

Fascia, guttering and lighting at the front of the fall - being priced

Additional acoustic panels. - to be ordered.

Val will add names to form The Way Forward Group

A positive and enthusiastic evening.

# **Ston Easton Village Hall – 2023 AGM**

## **Chair's Report**

It's hard to believe that another year has passed since our last AGM, but I'm pleased to report that it's been another successful year for our Village Hall.

While 2020 was all about restoring and improving the hall, and 2021 focussed on bringing in bookings and regular income, our focus for 2022 was on stability and maintaining the smooth running of what has become an established and popular resource for our local community.

Individual events continue to thrive, especially children's parties, and also an increasing number of commercial bookings for training events. Our regular bookers have also stayed loyal, with additional sessions now for the home education group and the dog scent training classes. We also have regular bookings for Village Voices community choir, the Mendip Gardening Club, the Mendip Storytelling Circle, and for those seeking exercise and fitness clubs we have regular Zumba classes and now our latest addition – Tai Chi.

Sadly, our regular Yoga classes did stop due to lack of demand (and a lot of local competition), but we're working on finding a replacement class soon.

Other community-focussed events have included beginners' ballroom dancing (with another class coming soon), and the monthly "Friday Tea Cake & Chat" gatherings. There's a Quiz Night coming up soon, and we're hoping to add further community events in future.

Improvements to the facilities have continued too, with more acoustic panels installed in the main hall, the installation of the kitchenette in the meeting room, and additional small tables for the hall.

The most visible change has been the resurfaced car park. This is not strictly part of the Village Hall, as it's a shared resource for users of the playing field, the play park and the tennis court as well, so it benefits the whole community. The funding for this was provided by the Parish Council, and it's made a huge difference to the general appearance of the area around our hall.

Jobs still to be done (and deferred from last year) include insulation under the annexe roof to reduce condensation and risk of pipes freezing, replacement fascias and guttering along the south side of the building, and improved outside lighting. The old front doors have also reached their end of life, and we are investigating replacements for these.

We now have a band of regular volunteers who help to keep the hall clean and tidy and supplied with consumables, and our users often comment on just how tidy and well stocked everything is. There's little doubt that our success with party bookings in particular is a result of this, with personal recommendation bringing new bookings all the time.

Our financial situation is still good, with income more than covering expenditure, so that we've been able to keep our booking charges unchanged despite the considerable rise in electricity costs. This means that we still have a good capital reserve to cover our planned improvements to the building (referred to above), while still maintaining a healthy reserve for any future work.

We'd love to do more regular community events, but we need ideas, and volunteers to help. The hall is supposed to be for the benefit of our whole community, serving "Ston Easton and the neighbourhood". Many of our bookings come from outside, and these are essential to provide income to maintain the hall, but we must keep in mind that the hall exists to serve our local community – it's not a regular business!

Now that we have an established and financially stable village hall, we must look to the future. My main concern now is how we keep this going without relying on the same few people to do everything. We really do need people to come forward with a view to keeping this valuable resource running for future generations.

This doesn't need to be a major commitment if enough people get involved; it's about continuity, not effort. If you can't help personally, perhaps you could encourage others to get involved. But without people to run the hall, it will once again fall into disuse and disrepair, and the efforts of the past few years will all be for nothing!

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Once again, I would like to thank the committee and the band of volunteers for all their hard work and dedication over the past year. I would particularly like to thank Graham Jones for his help and advice regarding the accounts, and for his continual support behind the scenes with grant funding and other financial issues.

A lot has been achieved in re-establishing our village hall, and we are very much looking forward to continuing success as a resource for the inhabitants of Ston Easton and the neighbourhood.

Richard Fitzsimmons.

*Chair – Ston Easton Village Hall Management Committee.*

*May 2023*

## Financial Report, Ston Easton Village Hall, year January to December 2022

It has been another good year for the village hall, and we have continued moving forward with some great improvements and have managed to complete some significant projects using some of the grants that we were lucky to receive in previous years. These improvements have made a huge difference to the hall and its uses. We have seen an increase in bookings, especially with the excellent addition of the meeting room, which has enabled us to bring in new users, and has provided some extra income to put towards the upkeep of the hall and future planned projects that we hope to achieve.

We continue to regularly check and update our finance policy where necessary in line with our current financial situation, and we are focused on following it carefully. We are committed to doing this, so we can ensure complete transparency for all our villagers, so everyone remains well informed about what money is being spent, where, and the reasons why.

All trustees continue to discuss and be aware of any spending, and the consequences of our liquidity, to ensure that each of us always has full clarity about our current financial position. We would all like to give a special thanks to Graham, for all his support and assistance with the accounts and bookkeeping again this year, and for being a great source of wisdom when we need it.

We have been lucky to have received some small grants from Mendip for another year, totaling £3667, which were given to all Mendip village halls due to the impact of Covid. This means we stay in a strong position moving forward and can put this money towards adapting and updating the building further.

This year we were grateful also to receive £170.70 in donations from local people, which includes £115.70 from the Chewton Mendip 100 club. These donations, along with the money generated from fundraising events, greatly help to support the hall, and we are very appreciative to anyone who has kindly contributed and helped to raise this money, it is incredibly generous, and we are thankful. A special thanks to Val also, for all her great fundraising efforts and monthly afternoon tea events, which are a lovely addition to the hall calendar.

As in previous years, many wonderful members and volunteers have continued giving up their free time and providing their help and skills to improve the inside and outside of the hall. The ongoing help and support from these members and volunteers mean, we continue to save significant amounts of money from this level of support. We cannot express enough how extremely grateful we all are for all the hard work we receive from everyone involved. The difference you all make really does make a difference to us all and the future of our village hall, so a huge thank you everyone!

In summary

The opening balance January 2022 was £18,969.41

The closing balance December 2022 was £21,326.87

## Ston Easton Village Hall

### Income & Expenditure Statement for Year Ended 31st December 2022

	Income		Expenditure
Hire Income	£6,154.00	Electricity	£631.59
Grants	£3,667.00	Ansvar Insurance	£769.51
Donations	£170.70	Water	£371.50
Fundraising	£402.99	Repairs	£1,461.43
Additional Revenue (Interest etc)	£32.40	Meeting Room Refurb	£2,073.36
		Acoustic Panels	£1,118.00
		Tables & Chairs	£1,159.21
		Committee Sundry Purchases / Expenses	£374.03
		Donations	£111.00
	Total		Total
	£10,427.09		£8,069.63
<b>Reconciliation</b>			
Excess Income / Expenditure	£2,357.46		
Balance Brought Forward	£18,969.41		
Total	£21,326.87	Closing Bank Balance	£21,326.87

These accounts have been prepared jointly by Kristine Dukes (Treasurer) and Graham Jones ACIB in advance of the forthcoming AGM to be held on 18th May. An independent examiner needs to certify these as an accurate representation of SEVH's finances

Signed..... 15th May 2023  
Kristine Dukes

## Ston Easton Village Hall 2022

Monies Spent & Received as follows:

Hire Income - £6154.00

Grants - £3667.00 (Mendip District Council – Covid Support for all Village Halls)

Donations - £170.70 (Including Chewton Mendip 100 Club)

Fundraising - £402.99 (Including Jubilee Event & Val's Afternoon Tea Events)

Utilities - £1003.09 (Water & Electricity – please note: energy costs will significantly increase from April 2023 when the contract with EDF ends)

Insurance - £769.51

General Works / Refurb Spend - £5462.57 (Including Kitchenette for the new meeting room, electrical work & plumbing and acoustic panels for main hall)

Committee Expenses - £374.03 – (Various items purchased for renewals, upkeep and improvements including blinds and picture frames for the meeting room, plus many other minor expenses – all signed off by at least two people, per our agreement policy).

In conclusion, incomings versus outgoings show 2022 to be another positive year for the village hall.