



# **1<sup>st</sup> Birthday Party and Annual General Meeting 2023**

**3<sup>rd</sup> May 2023**

## Welcome: Bryan Laxton – Chairman

- Thank you for attending
- Hugely successful first year
- Hundreds of people involved
- Privilege to be involved
- Great team to work with



## Meet the Trustees:



Company Secretary  
*Karen Tatham*

Teacher of Computer Science  
Woodbridge School



Operations  
*Graham Seabrook*

Retired Telecoms Consultant,  
Ops Mgr Woolverstone Project



Chair  
*Bryan Laxton*

Chartered Surveyor  
NED Notcutts



Treasurer  
*John Ellerby*

Retired Finance Director



Events  
*David Keates*

Retired Director of Clubs, Ports & Shipping Companies



Events  
*Carol McConnell-Theobald*

Leader of Upbeat! Ladies Choir and Music Teacher



IT  
*Joel Tatham*

Computer Science, IT Consultant



Grants  
*Chris Dow*

Professional Engineer  
Marketing Director



Bookings  
*Helen Stewart*

Retired



## Agenda

- Introduction – Bryan
- Apologies for absence & Minutes of previous AGM - Bryan
- Treasurer's Report - John
- Grants - Chris
- Operation of the Hall - Graham
- Events - David/Carol
- IT - Joel
- Company Secretary – Karen
- Re-election of 3 Trustees - David
- AOB



## Introduction: Bryan

- The old charity
- Why a new CIO?
- “Members” & “Associate Members”
- Voting (after the presentation)
- Huge team effort
- New build project
- Accounts





**Treasurer: John**

**Treasurer's Report: 1<sup>st</sup> Feb 2022 to 31 Jan 2023**



Treasurer: John

## Looking through the fog (“Normalised”)

Income (Hire charges only)	£28,928 pa
Outgoings	- <u>£12,317 pa</u>
<b>Surplus</b>	<b>£16,611 pa</b>



**Is £16,000 pa surplus too much?**

**Redecoration**

**Repairs**

**Future major expenditure**

**Hire income reduction**

**Spare surplus**

**-£2,000pa**

**-£2,000pa**

**-£5,000pa**

**-£5,000pa**

**£2,000pa**





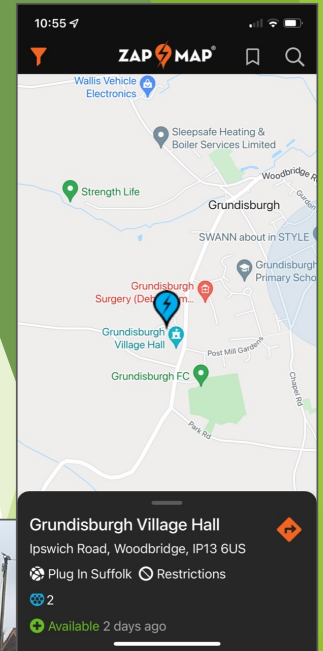
## Balance Sheet

Capitalised cost of NVH	£857,641
Land	£50,000
Depreciation	<u>-£52,393</u>
Fixed Assets	£855,248
Net current assets*	£44,389
* Includes cash balance	£68,203



## Sponsors and Grants: Chris

- We seek to gain Grants for equipment and services that will either lower the operational cost of the Hall, or generally improve the facility.
- Plug-in Suffolk: the first such UK initiative
  - Installation of 4 x 7.2kW Charging Points
  - Funded entirely by the Government
  - Competitively priced at 57p KWhr
  - Supported by our Solar Power
  - Considered a community asset
  - Available 24x7x365



## Sponsors and Grants: Chris

- B&Q Community Initiative Sept 2022.
  - Landscaping with B&Q Volunteers
    - We applied for this on the basis that it reduces our maintenance cost and improves the hall's aesthetic.
- Initiatives for 2023
  - Flat Screen Monitor for the Entrance Hall
  - Possible Additional Storage Solutions
  - Landscaping and gardening
  - Portable Projector for the small meeting room



## Operations: Graham

**What is Operations:** the day to day running of the hall

- Booking system
- Hire Agreement
- Meet and greet
- Heating system
- Solar Panels
- Health & Safety
- Fire Safety
- Licensing
- Security / CCTV
- Cleaning
- Grounds & gardening
- Maintenance
- Window cleaning
- Electricity
- Insurance
- Compliance

**Special thanks to:** Robbie Silk, Helen Stewart, Julian Brook, Phil Attwater,  
Nigel Foan, Ben Cook, Julie Attwater



# Operations: Graham

Our usual calendar:

23 regular weekly bookings

## Show Rooms

- Hall
- Meeting Room

	Mon 15/05	Tue 16/05	Wed 17/05	Thu 18/05	Fri 19/05
09					Singing Duckling
10	Pilates Please	Pilates Please		Mathilda Pilates	Pilates Please - Pilates please
11	Hall Cleaning	Pilates - Pilates	Pilates Please		
12		Art Club			
13		Baby & Toddler Group			
14					
15					
16					
17		Brownie Club		Woodbridge School of Dance	Pilates Please - Pilates please
18	Pilates Please	Woodbr	Pilates Please	Pilates Please	
19	Pilates Please - Pilates	Youth Club		Pilates Please	
20	Folk Dance	Offbeat!	GADS Rehearsal	Ici, On	Upbeat
21					
22					

## Operations: Graham

- 1,300 bookings, 121 customers & 37 different activities

Youth Work  
183

Parties  
22

Music  
119

Creative  
63

Health & Fitness  
492

Wedding Receptions  
8

Childrens Parties  
44

Dance & Theatre  
256



Community /  
Fundraisers  
38

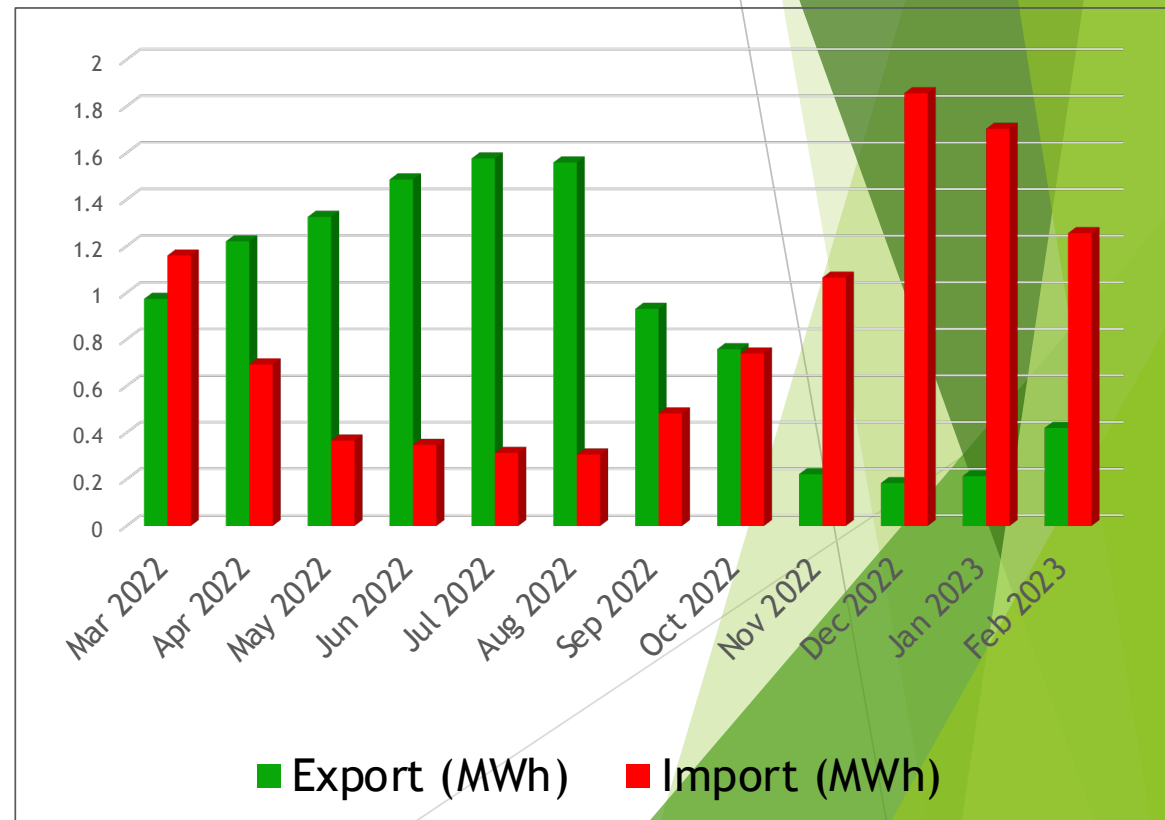




# Operations: Graham

- Best-in-class Sustainability
  - Highly Insulated,
  - Air Source Heat Pumps,
  - Solar Panels and LEDs
  - “Net Positive” - we produce more energy than we consume
  - Receive a rebate for every KW we export

Environmental Benefits	
	CO2 Emission Saved <b>3,242.73 kg</b>
	Equivalent Trees Planted <b>196.19</b>



## Events: David and Carol

- Our main aim is to encourage and support any person or group who wants to get something new going at the hall.
- We run our own Community based event once a year (ish).
  - In 2022 we held **JUBILIE'VE IT!**
  - And on Sunday 7<sup>th</sup> of May 2023, we will hold **CROWN IT!**
  - These are Free Entry Family Festivals for the Community
- Carol and I are ably assisted by Sally Talbot, Lucy Bowditch, Ann Willetts, Nigel Foan, Anna Greenwood and Amy Dykes, and we meet regularly







## Events: David and Carol

- We operate a **COMMUNITY FUND**.
  - We encourage 'people who can' to donate to this fund.
  - We then offer financial support to help get new initiatives going in the hall.
  - We do not have the funds for freebies and discounts. Instead, the **COMMUNITY FUND** offers grants or contributes towards the hall hire costs.
  - All grant requests are considered based on their merits by a committee consisting of 2 Trustees (David and Carol), our vicar Katrina Dykes and the school chair of governors, Clive Willetts. This group recommends to the Trustees which grants the fund should make.



## Events: David and Carol

- CROWN IT! Will be held on Sunday 7<sup>th</sup> May.
  - VOLUNTEERS.... Please volunteer to help on the day.
  - Categories are:
  - Big Lunch, Bar, Teas, Stage/Music, Rubbish Clearance, Security/First Aid, Crowns Craft, Games, Tombola/Quiz
- JOIN IN ... we aim to make lots of different things happen, but the main features planned are:
  - 1pm. Bar Opens and Big Lunch ....bring your own lunch to enjoy in the grounds of the hall. Tombola and Quizzes throughout the afternoon.
  - 2pm. Children's Entertainer (Go Awesome). Crown Making activity. Open for Teas, Cakes, Ice Creams
  - 4:30pm. Parade of Crowns followed by the Ceilidh Band Skedaddle.
  - 5-9pm. A Variety of HOT DOGS will be on Sale
  - 7.30pm. By popular demand the band Larkside returns
  - 10.30pm. Bar Closes and event ends

**CROWN IT**

**Free Family Festival**

**Sunday 7<sup>th</sup> May**

**Grundisburgh Village Hall**

**2pm to 11pm**

Good Bar, Great Food, Games, Stalls, Kids Disco, Ceilidh,  
Rock Band, Raffle, Tombola and Lots and Lots more

Volunteers Welcome



## Information Technology: Joel

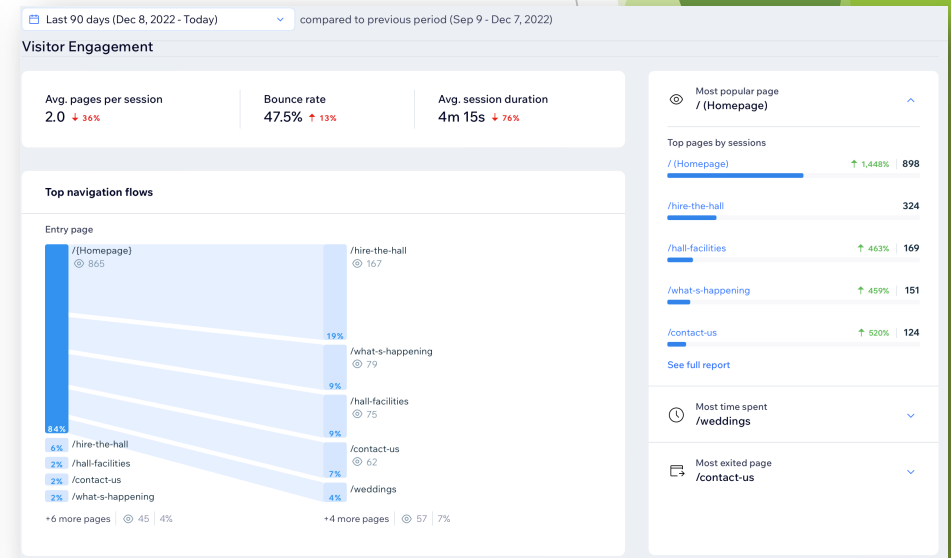
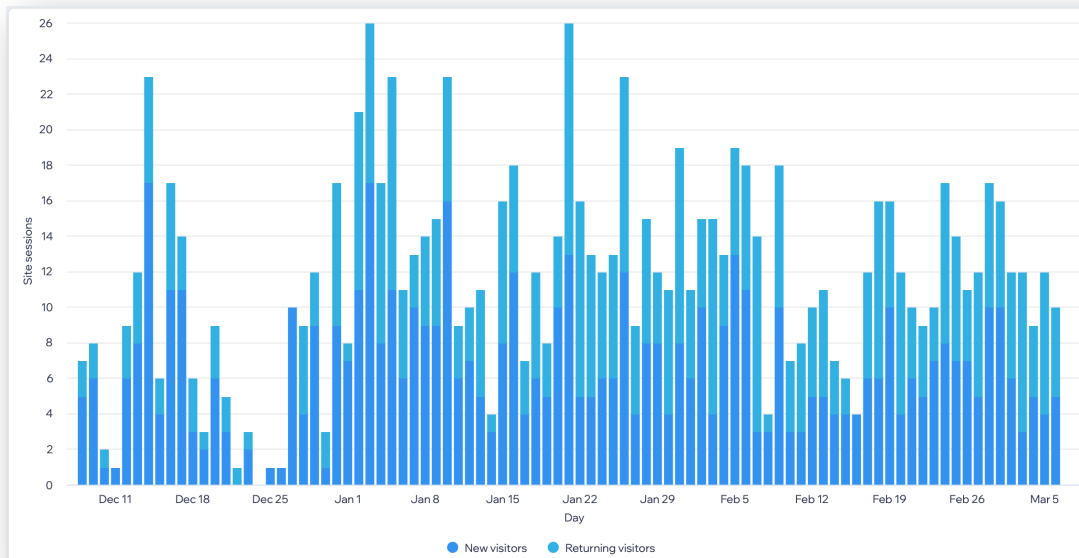
- The IT team supports the Hall's critical systems; booking, website, wifi, etc.
- We have put in place a new website which is more mobile-friendly and provides more of the information people need to use the facilities.
- We have a new all-online hall booking system which is supported by our booking secretary.
- Village hall users can search the hall schedule to select the best booking for their event!





# Information Technology: Joel

- The website has been well received and we believe that we are providing the type of information people want and need:



## Information Technology: Joel

- The village hall also has fast broadband to provide the high-speed internet access their event needs to make it perfect.
- We have some interesting plans for the future including working with local retailers to obtain a screen to display current and future events as people enter the new hall.
- The IT spend has been less than budgeted, mostly achieved through the use of charitable donations from local and international corporations.

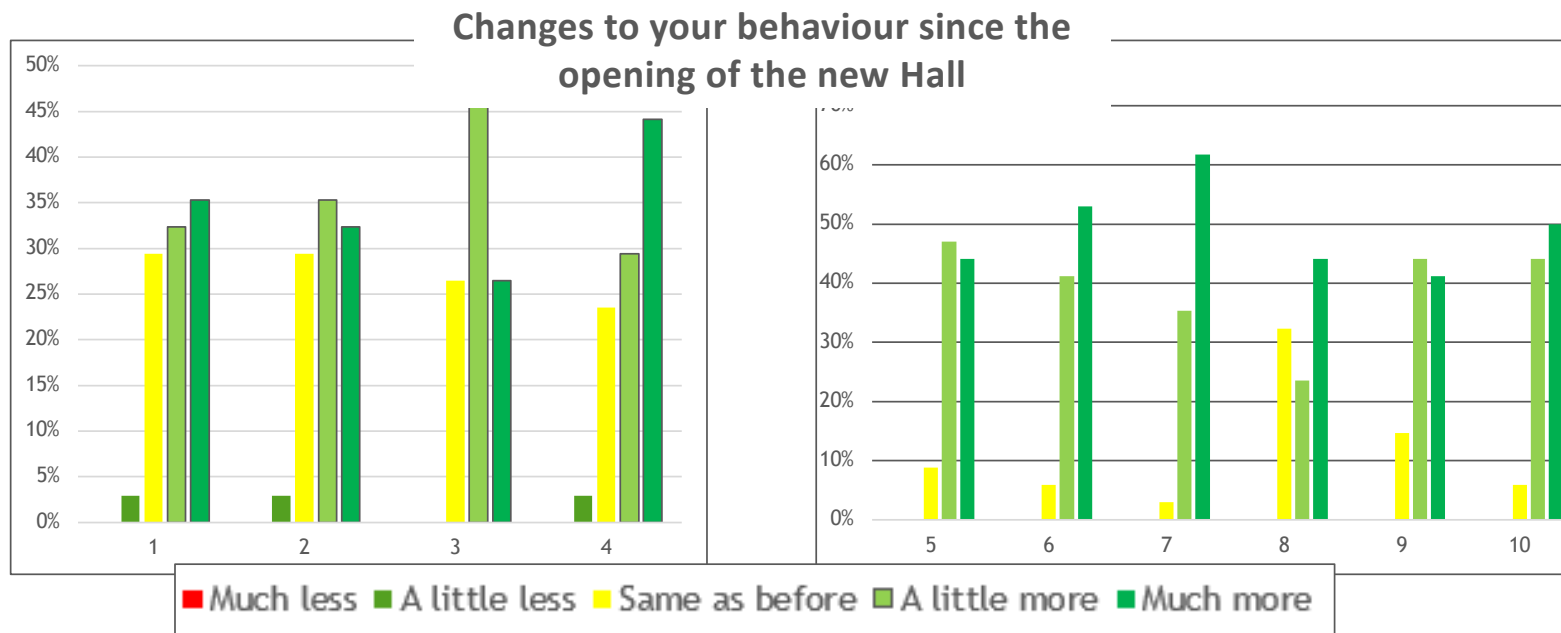




## Company Secretary: Karen

- The Company Secretary ensures compliance with procedures and practices required by the National Lottery and Charities Commission.
- Questionnaire
  - Reason
  - Purpose
  - Results

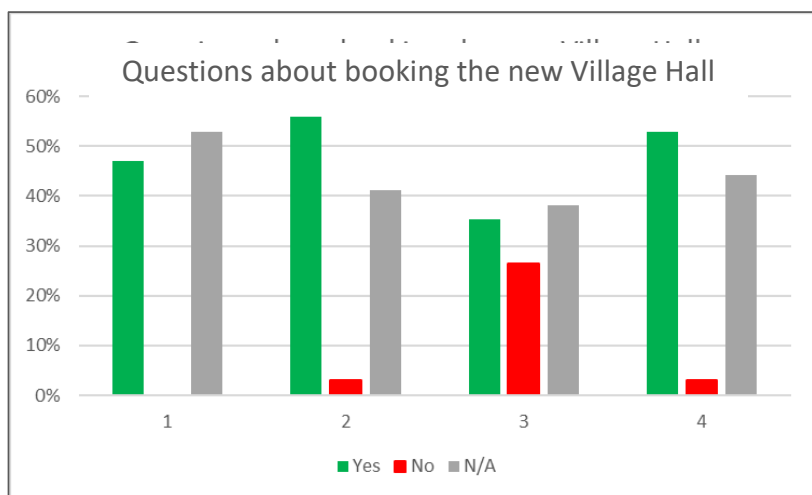
## Company Secretary: Karen



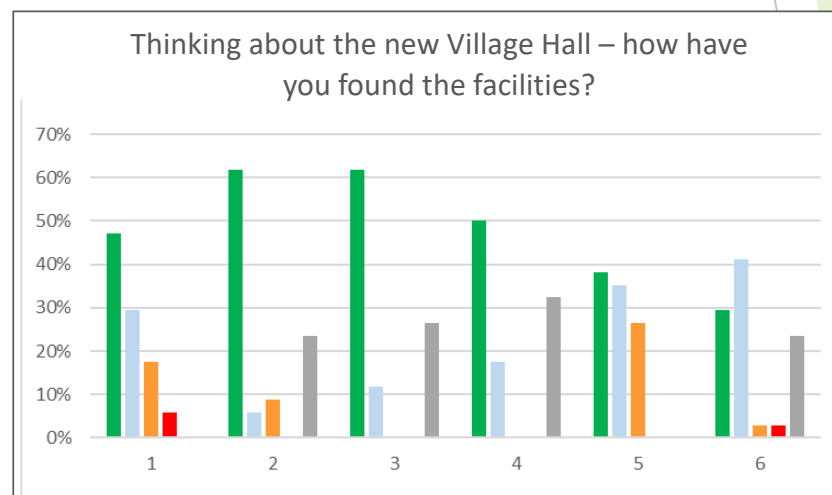
1. Do you use the new hall more or less than the old hall?
2. Are you more or less likely to try new classes or activities?
3. How likely are you to use the new hall in the next month?
4. How likely are you to use the new hall in the next 6 months?
5. Has the new hall improved the sense of community?

6. Has the new hall improved the sense of community?
7. Does the new hall benefit the community + or - than the old hall?
8. Has the new hall had educational benefits?
9. Has the new hall reduced social isolation?
10. Has the new hall improved health and well-being?

## Company Secretary: Karen



1. Was it easy to use the website to book the hall?
2. Was the temperature of the hall acceptable?
3. Do you think the hall offers good value for money?
4. Did your booking experience live up to expectations?

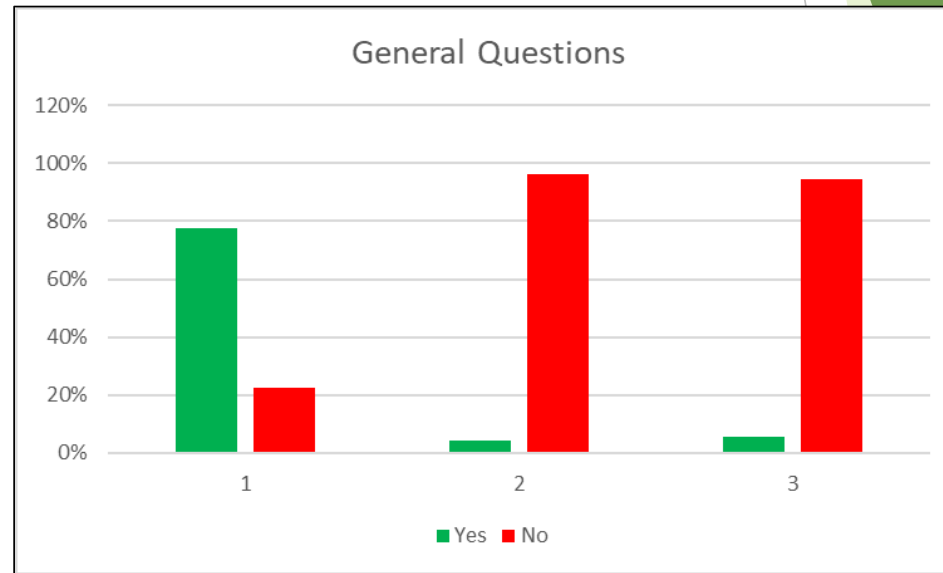
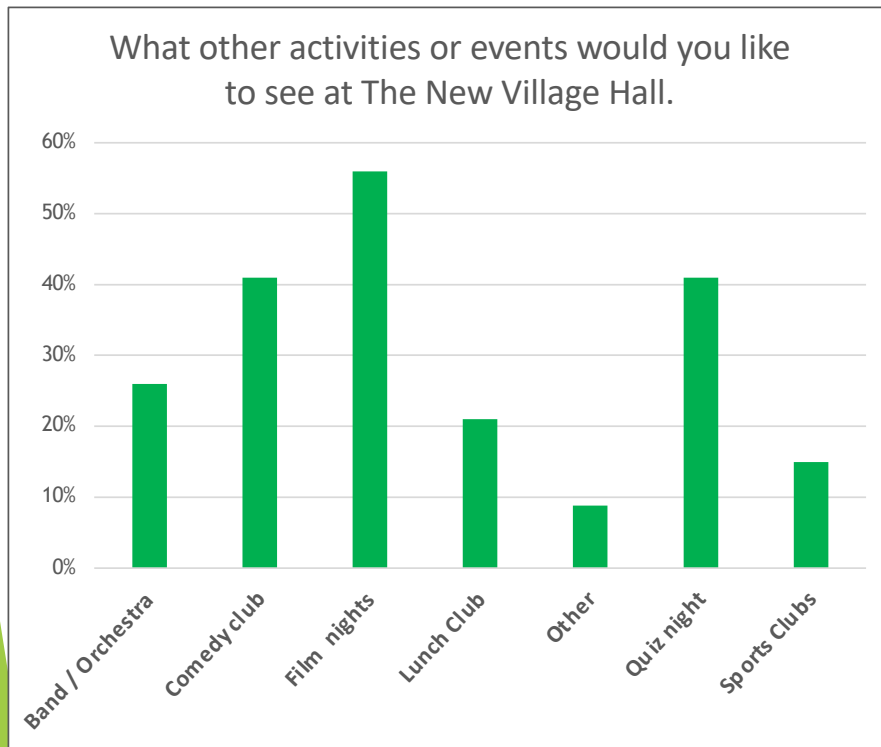


1. Overall Cleanliness
2. Sufficient chairs / tables for use?
3. Kitchen facilities
4. Bar facilities
5. Toilets
6. Outside area





## Company Secretary: Karen



1. Are you aware of the GVH community fund?
2. Would you be willing to donate to the Community fund?
3. Would you be willing to get involved with the village hall?



## **Company Secretary: Karen**

- An example of the many positive responses received:

**“The new hall is a fantastic facility, and we are lucky to have this in Grundisburgh”**



## **Re-election of 3 Trustees:**

**Bryan Laxton**

**John Ellerby**

**Helen Stewart**





**Any Other Business**

**Thank You**

Bryan Laxton





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