



Charity Number 1190693

Annual General Meeting

held at The Village Hall 7.30 pm Wednesday 19th June 2024

Draft Minutes

Trustee Attendees

Bryan Laxton (chair), Julian Brook, John Ellerby, Carol McConnell-Theobald, Graham Seabrook, Robbie Silk, Helen Stewart, Karen Tatham

Member Rep Attendees

Ian Frost (GADS), Heather Langdon (Bowls Club), John Talbot (Folk Dance Club),

Apologies for absence

Apologies were received from one Trustee - David Keates and from Member Reps - Ann Willetts (PC and Youth Club) and Clive Willetts (PCC),

Chair's welcome

The Chair welcomed everyone to the third AGM. The Chair's report which was delivered is below.

Minutes of the last AGM

The minutes were approved with the only matter arising being confirmation that the accounts had since been settled, reviewed by an independent examiner and filed with the Charity Commission.

Accounts

The Treasurer's report is below.

Election of new Trustees

There were 3 trustees who had put themselves forward for re-election. These were:

David Keates, Julian Brook and Robbie Silk

The 3 representatives of the 9 Members present voted unanimously to re-elect the 3 trustees.

AOB

Heather raised the issue of the ability to read the clock. Bryan promised to look into it.

There being no other business, the meeting closed at 8.30pm

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Mr B Laxton – Chair.

Chair's Report
for the Village Hall AGM Wednesday 19th June 2024

I would like to thank my fellow trustees for all their hard work and kind support over the last 12 months. Running anything needs to be a team effort and a successful and busy village hall is no exception.

In particular, I would like to thank Joel Tatham and Chris Dow who both served from the start of this new entity and retired at the end of January this year. They both made invaluable contributions to the setting up and early running of the new village hall.

We have been fortunate that we have found two new trustees in Robbie Silk and Julian Brook. Both have been involved prior to becoming trustees and we are delighted they were willing to take the next step for the good of the village hall.

Thanks also go to the many volunteers who help out with various events and with numerous tasks. Also to Julie Attwater who is our regular and very conscientious cleaner who keeps the hall sparkling as well as Dave Dring who cuts our grass with equal enthusiasm!

David Keates and Carol McConnell-Theobald pulled together a great group of people to run the second major village event in two years for the King's Coronation. It is difficult to know precisely how many people attended the day long celebrations, but the run to the recycling centre with empty bottles suggested everyone had a great time. Thank you to David, Carol and their team. The event was also a success for the hall, financially contributing almost £2,000 to our surplus for the year.

John will mention later that we have had a good year financially and the trustees felt it was appropriate to continue with our current pricing policy and buck the trend elsewhere of continually rising prices. We believe that keeping the hire charges unchanged is a sustainable decision and we want to encourage the use of the hall by anyone who wants to use it.

We have continued to have a wide range of hirers for the hall this last year and I am delighted we are proving an attractive venue for such a wide variety of uses. Last year, in addition to our regular users, we had 5 Weddings, 10 Evening parties, 8 Family parties and 22 children's parties. Grundisburgh continues in its quest to be the fittest village in Suffolk with 14 Pilates classes each week run by Lucy Bowditch plus keep fit sessions run by Mathilde and Power Hoop classes by Ellie as well as a session run by Woodbridge School of Dance.

Our evenings remain virtually fully booked with the Folk Club, Offbeat, GADS and Upbeat using the hall for the first 4 evenings each week. On a weekly basis there are quite a few events for the youngsters including Rainbows, Brownies, 456 Club, Babies & Toddlers Group and also Singing Ducklings once a month.

We have an eclectic mix of other hirers ranging from a monthly booking by Flute Cocktail, the occasional rehearsal for the Ipswich Symphony Orchestra and Art Workshops as well as Yoga Retreats and a monthly Film Club.

In the year from 1st Feb 2023 to 31st Jan 2024 we had a total of 1,328 bookings for 2,728 hours. A remarkable achievement and a lot of very contented customers.

However, we have had one formal complaint from a near neighbour (concerning noise from evening parties) and we have spent a lot of time (and money) in trying to reduce the risk of noise escaping the hall by keeping doors and windows closed whilst bands and discos are playing. We believe we have done everything we can to reduce the noise and deal with the complaint fully and fairly.

The trustees are aware that we are fortunate to have an almost brand new hall and we are determined to keep it looking its best. We have invested in repairs and maintenance and a few upgrades to ensure it is the best it can be and presents a warm welcome to all who hire the hall. We feel this investment is an important part of the long term planning for the hall.

We set up a Community Fund to provide financial support to those who might not be able to afford the hall hire. This includes some start up ventures as well as charitable activities in the hall. The Community Fund has £1,640 sitting in the bank (having spent £580) and David & Carol are looking in 2024 to see how we can better reach those in the community who would benefit from using the hall but for whom the cost is a barrier.

We are fortunate that the hall has some amazing "green credentials" and costs us very little in terms of energy to keep it warm and lit all year round. We are hoping the electric charging points will grow in use as time goes on.

My fellow trustees and I feel privileged to be involved in such a successful and popular community asset and we thank the Members and the wider community for their support during the year.

Bryan Laxton, Chair

Treasurer's report

Financial Results for year ending 31 January 2024 (See Appendix A and B)

In its second full year of trading the new Village Hall generated a cash surplus of £31,471 compared with a surplus of £10,609 in the prior year. After depreciation the charity produced a deficit of £20,930 (£41,784 in 2023).

Hire income continues to grow with £32,460 in the latest financial year compared with £28,928 in prior year.

Income was boosted in the year with the final lottery grant of £10,000, donations totalling £2,800 and Gift Aid receipts of £1,773.

Expenditure was significantly below prior year, but this was mainly due to prior year containing outstanding expenditure on the Village Hall build. Core costs remain under control despite inflationary pressures though this year has seen additional expenditure on maintenance activities such as more acoustic panels, a floor renovation and investigation into potential airflow enhancements.

2 years of positive surpluses have increased the charity's bank balances which rose to almost £80,000 at the end of the year. This is important given the need to maintain positive cash reserves to ensure we can invest in our infrastructure both in terms of upkeep and development. As well as ongoing maintenance requirements the Trustees have been looking at potential solutions to the building's airflow and temperature control with proposals ranging from £15,000 to £80,000. This remains under review.

Cash balances are managed via use of Lloyds Bank notice and fixed deposit accounts.

The charity's accounts and financial statement have to be logged with the Charity Commission by the end of November but the option to file the accounts is not available until August 2024.

Bookings (See Appendix C)

The viability of the Village Hall depends on the volume of bookings for the Main Hall and Meeting Room.

These remain robust with bookings up 30% and related revenues up 18% year on year with significantly more use made of the Meeting Room in the second year of operation.

As at 31 May bookings to 31 January 2025 are well on target to exceed the 23/24 total.

John Ellerby
Treasurer