

EDGMOND VILLAGE HALL

Registered Charity No: 810315

MINUTES OF ANNUAL GENERAL MEETING 2014/2015

Held 16th June 2015

PRESENT:

Jeremy Bowman	Chairman	Elected trustee	Plus members from Edgmond Village
Paul Wood	Vice Chairman	Elected trustee	
Jim Coats	Treasurer	Elected trustee	
Sarah Wood	Secretary	Elected trustee	
Anne Green	Events	Elected trustee	
Ray Marriott		Rep Elected trustee	
Barry Kiely		Rep Elected Trustee	
Dermot Tobin		Elected Trustee	
Tim Gibbs		Rep trustee (St Peters PCC)	
Georgina Edge		Rep trustee (toddlers)	
Bob Higginson		Rep trustee (Parish Council)	
Janis Blinkhorne	Bookings		

1. WELCOME & APOLOGIES

All present were welcomed to the meeting. Julie Corfield and Penny Westgate passed on there apologies for being unable to attend.

2. MINUTES OF THE 2014 AGM

Copies of the minutes of the 2014 AGM were available for all attending. It was agreed that they were an accurate record. Proposed by Sarah; seconded by Paul; signed off by Jeremy

There were no matters arising from previous minutes.

3. PRESENTATION OF ANNUAL ACCOUNTS

Copies of the following documents were available to all at the meeting:

- Balance Sheet as at 31st March 2015.
- Profit & Loss Account for 2014/2015.
- Financial Report 2014/2015

Profit & Loss

1. Income

Total Operating Income for the year (excluding gains on Investment accounts) was £23255 compared to prior year of £16901.

Regular Hire Income as down by £1710 mainly due to the loss of the Fighting Fit class in June and a slightly reduced spend by the Karate Club

Casual Hire for parties and one-off events was up by £372 at £2876

The biggest year on year increase was in events run by the committee at £10379 compared to prior year of £3012

2. Expenditure

Total expenditure for the year at £15165 was down on prior year by £2448

Wages were down year on year by £913 due to the hiring of a new caretaker at a reduced salary

Insurance was down by £1667 due to re-negotiation of the premiums and a donation towards the 2nd half premiums

Events expenditure was up year on year which is to be expected given the increase in activity as reported above

Equipment purchase (£537) was for a projector and new freezer As these were both under £500 it was decided to expense them in the year

Maintenance costs were £1082 less than last year

3. Extraordinary Expenditure

This cost of £5706 was for architects and surveyors fees for the new hall project which was proposed last year

4. Investment Income

The investments increased by £1121 during the year

This has been separately identified in order that the Profit & Loss report shows the surplus attributable to the day to day running of the hall.

Balance Sheet

The Balance Sheet at the end of the year stands at £40088 an increase of £4195

There were outstanding invoices of £1621 which have all been paid since the Balance Sheet date.

Commentary

Overall a very satisfactory year with the highlight being the profit from the various events run by the committee.

Without the profit from these events the surplus for the year (excluding the investment gains) would have been £1522 for the year.

Note

There is an amount of £274.99 which has not been reported in these accounts held in the bank account with Lloyds for the Edgmond Rural community Initiative in regard to the defibrillator which was recently installed outside the village hall.

4. TRUSTEES' ANNUAL REPORT

The Secretary summarised the Trustees' Report which is reproduced in full below:

Standard Statement

The Edgmond Village Hall charity was created in 1967 by a Deed of Declaration of Trust. It was specifically created for the use of *the 'inhabitants of Edgmond and the neighbourhood.... for meetings lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants'*. A Supplemental Deed of Trust was accepted by the Charity Commission in 2008.

The freehold land on which the Hall is built covers an area of one acre, one road and thirteen perches (approximately 1.33 acres or 0.539 hectares). The freehold land was conveyed to the original trustees in 1920. In 1966 the land was transferred to new Holding Trustees, and in early 2009 the title to the land was transferred to the Official Custodian for Charities.

Information about the activities of the village hall and its financial history are available online at the Charity Commission.

The charity is run by a Management Committee of charity trustees. The Management Committee consists of up to 8 elected members, up to 3 co-opted members and one representative member for every community group listed in the second schedule of the 1967 Deed of Declaration of Trust (this schedule was updated 08 Jan 2008).

At the AGM all elected or representative members are required to sign a Declaration indicating that they are *eligible & willing* to act as charity trustees for Edgmond Village Hall and to act in the trusts of the 1967 Deed and 2008 Supplemental Deed.

Annual Report

The Village Hall continues to be busy providing facilities for many local groups, namely; WI, Mothers Union, The Karate Club, the Snooker Club & the Parish Council. We still are happily remaining a base for the Scout Group, the Brownies & Guides, Edgmond Toddler Group and have a new weekly booking of Table Tennis Club and 'Time to Sew', plus many other additional new events have been showcased for the first time. Unfortunately Tai Chi and Fitting Fit had to stop due to lack of numbers.

This year has also seen the introduction of the very popular Afternoon Teas which are run every Thursday afternoon during the summer months. This event has risen over £1200 so far. Paul Wood donated the table and chairs so that the teas could be enjoyed outside as well as in.

Management of the Building and Grounds Update

Alan Foster and his team have been very busy in the grounds of the Village Hall. The grass has been kept cut, the borders have been cleared uncovering plants and trees that were somewhat camouflaged before. Thank you to Roger Hudson who offered his advice and expertise regarding this. The dangerous Poplar Tree was cut down and a nature trail has been landscaped into the grounds allowing the children to learn and explore. Two bird tables, a bird feeding station and a square of benches kindly donated by Harper Adams have been erected. Thank you to all who have helped and continue to help with all aspects of the gardens.

Edgmond Landscape has very kindly offered to cut the hedge in front of the Hall three times a year as a charitable donation.

The previous caretaker, Lester, was thanked for all his hard work but he retired this year. David Blinkhorne has become the new caretaker and has taken on the role with full enthusiasm.

Future Bookings, Program of Events, Fund Raising and Forecast

Overall we have had a good innovative year peppered with great fresh ideas that have proved successful. "Lost the Plot" was great fun and we are even considering a Casino night this October. The support and dedication and willingness to make the Village Hall a success is truly uplifting. A huge thank you is extended to all.

A small Working Party has been formed to consider further new ideas, for example; Fetes, a Pudding Tasting Evening and a New Year's Eve Party. This party is headed by Anne Green who must be thanked for all her hard work in organising events this year.

The first event of the year was the Hog Roast held in August. This was a big success and raised £2654. Next came the Murder Mystery Evening, again a big success in October and November saw the Ladies Pamper Evening both contributing well to funds.

The Christmas Fayre was run this year for the first time in a while and although it was not a great money spinner it was a great festive afternoon.

The Cinema Club was set up but was not as great a success as hoped.

'Lost the Plot' came and performed in March and were very entertaining. The event raised £445. Thank you to Denise Bishop who organised this event in Anne's absence.

The last event of the year was the Gabriela Ukulele Evening. Her act was enjoyable and fun was had by all who attended this event.

Thanks go to Dermot for doing the bookings this year. This task has been now handed over to Janis and Debbie Blinkhorne.

Last year the fees went up by 10% which did not go down well with the regular users of the hall. It was agreed in July to decrease the fees back to the original prices. It was felt that the decrease outweighed the possibility of losing user group to other venues.

The major achievement this year was obtaining the Community Pride Grant of £95,000! Huge thanks go out to everyone involved in making this happen, especially Jeremy Bowman and Paul Wood who put the application together with a very limited time scale. This Grant will be used to extend the hall and to ensure the safe guarding of children whilst using.

New user groups this year have included 'Time to Sew' and The Table Tennis Club. An incentive was offered to any new user group of two free sessions.

Richard Chesters who ran the 200 Club retired this year on health grounds. The Club is still going to be run but now by Ray Marriott.

Financial Details and Expenses

Jim Coats took over from Julie Corfield on 6th August. Full details of the Treasurers report will be available from Jim.

Donations came from Peter Gardener £100 for the projector screen, The Foresters £50 for the mower/grounds and £350 was raised from the Waitrose tokens.

Insurance was sourced by Sarah Wood who made a saving of almost £1000 on last year's quote.

Maintenance of the Building and Ongoing Projects (Building and Working Party)

A Structural Engineer was instructed in July, 2014 to check the Hall roof structure and has reported that the structure is presently sufficient. Thank you to Peter Heath for organising this. There is a possibility of installing solar panels to reduce heating costs. The leak has been fixed over the bar and Wi-Fi is being trialled, though not fully successful regarding coverage of the Hall.

The Hall was opened for a discussion and a presentation was made during November to see what the village would like to do with the hall if the grant money was allocated to Edgmond Village Hall. From this the consensus was for the Field Room concept and the refurbishment of the existing structure. It

was only later after given the full details of the grant it became clear that the grant money had to be used to extend the building in order to safe-guard the children using the hall. With this information it was decided to fund raise to build the field room at a later date. The Village Hall walls have been surveyed. (Substantial timbers and bolt together sections of the building revealed with some areas of damp within the building).

Publicity

The location for the village Defibrillator has been approved to be located at the Village Hall with many locals taking the training in order to use the equipment. Thanks go to Marion Keeping for organising this.

Local publications /newspapers have been contacted after successful events and posters used as and when necessary.

Flyers and the monthly newsletters have shown to be a success when advertising events and letting the Village know what the management committee are up to in the development of the hall and all the social activities which are ongoing.

Thank you to Georgina Edge who has been organising the publicity in the papers and magazines this year.

5. CHAIRMAN'S REPORT

Upon election last June our first task was to consider the role of the Trustees and the purpose of the management committee. From that we could see that the land and buildings were intended to be for the benefit of the community of Edgmond and that our role was to make the most of and to safeguard these assets of the charity. Key to this was the requirement that no asset of the charity should be sold without arranging to replace it with an asset of equivalent or greater value and also taking in to consideration future value.

It would only be possible to test the value of these assets by first making sure that they were being made full use of. This was particularly significant with respect to use of the field in that it had been previously put forward that the loss of the field would have little or no consequence.

Most of the committee were elected on a 'ticket' that focussed on what should be done about the building. However it became clear in the first 2 months that people were visiting the building and grounds and commenting on how lovely it all was and leaving events with big smiles of appreciation having enjoyed themselves. It might not be the case then that the hall needed replacing on an urgent basis or that the loss of some or all of the field would be justifiable.

The primary purpose of the village hall is to provide a meeting place for community groups. We took the view that this was paramount. It was also clear that sufficient income did not necessarily come from this primary purpose. An early decision was to reverse a user group fee price rise of 10% implemented just before the AGM.

We then identified events as a priority and put in place an events program and encouraged new uses and new users of the hall and rooms to boost revenue.

Our approach has been to be open to new ideas and to encourage new initiatives. We have supported new users with rent free starts and we quickly smoothed the path to installing the defibrillator when the opportunity arose just before Christmas. We remain open to new ideas and look forward to incorporating a Petanque terrain to the grounds in the coming months.

Our Treasurer will detail how our events program has succeeded in boosting income.

Raising funds from within the community also paid dividends when seeking external grants and our own fund raising was instrumental in supporting our application for a Community Pride Grant of £95,000.

Following the quite extensive research on user needs by the previous committee and further consultation with the community, a set of proposals for hall renewal and refurbishment were put forward for consideration at a public meeting and on our website. This included the Field Room concept that won widespread support – Thank you Peter Heath.

Our Community pride Grant application was successful but had the unintended consequence of shapping how we would proceed with proposals for hall renewal. This is because in order to spend the grant we need to focus on a new building to the rear which delays a start on the field room and refurbishment of the main hall.

However it does mean that while we will achieve new meeting rooms, kitchen and WC's in a relatively short timescale and the Field Room and refurbishment of the existing hall will then follow.

THANKS

There are so many people to thank and it is difficult to know where to start and who I might have left out.

My Thanks go to:

Our Committee – 8 elected Trustees: Paul Wood, Sarah Wood, Anne Green, Julie Corfield, Dermot Tobin, Peter Heath, Rachel Storey, Jeremy Bowman,
3 co opted Trustees: Ray Marriott, Barry Kiely, Jim Coats.
4 representative Trustees: Georgina Edge, Tim Gibbs, Richard Chesters, Ruth Brunger.

We started with weekly meetings and a punishing work load from the word go which unfortunately put too much pressure on some members

- Rachel, Ruth, Richard and Peter resigned during the course of the year due to time or health or other constraints. Thanks for all they did and the ideas and advice they contributed.
- My special thanks go to Dermot, Sarah, Paul, Jim and Anne for finding time and effort beyond what could reasonably be expected
- Helpers Denise and Amanda and Janis who have been the backbone of the effort for events Janis(and Debbie) who has taken over bookings
- Alan Foster and his band of grounds helpers Jill, Peter, Graham and Dan.
- The Community for coming to meetings, helping out and for finding time to enjoy the various events.

Achievements:-

- The Grounds – in my opinion the greatest achievement and credit is claimed by the committee only in the sense of putting in place a policy that allowed the dedication of others to flourish and make the most of the great asset that is the grounds.
- Young Users – we are, it has to be admitted, a village with quite a high average age but the involvement of the Edgmond Owls each Friday and our Toddler group has managed to balance out participation of all age groups in hall activities and events.
- Winning the Telford Community Pride Grant – We had to act quickly and the outcome did not afford us freedom to do exactly what we wanted when we wanted but the boost to funds and imperative to spend the money before the March 2016 deadline focuses our attention on delivering what I'm sure will be a great asset for use by our village.
- Operating Surplus – immense effort by all and support by so many that has led to boosting village hall funds as our Treasurer will detail.

Challenges for the coming year

- To keep serving our user groups
- To manage the Build
- To provide a steady stream of popular Events – if you would like to assist in whatever capacity - helping

to organise events or as a pair of helping hands then please let us know. You will be most welcome.

Summary

I am most grateful to all who have come together to improve facilities for our community. We have been enthusiastic amateurs but have I believe made the most of talents amongst us and close by. This has been a good year financially and we leave things in better shape than we found them and with viable plans to improve further. We hope that you agree and your permission permitting we continue what we have started.

6. TO CONFIRM THE REPRESENTATIVE TRUSTEES

The Chairman explained that certain 'Community Groups' may nominate a representative to attend meetings. They become trustees if they sign the *Declaration of Eligibility & Willingness to become Trustees*. All representative trustees must stand down at the AGM and new nominations had already been received.

The following were elected:

Edgmond WI	
Edgmond Parish Council	Bob Higginson
St Peter's Parochial Church Council	
St Peter's Mother's Union	
Trustees of Edgmond Methodist Church	
St Peter's School PTA	
Edgmond Guides	
Edgmond Brownies	
Edgmond Snooker Club	
1st Edgmond Scout Group	
Edgmond Toddler Group	Georgina Edge
Edgmond Bowling Club	
Edgmond Karate Club	

6.ELECTION OF CHARITY TRUSTEES

The chairman explained the procedure for the next part of the AGM: All Trustees have to stand down at the AGM. We are allowed 8 elected trustees. Five of the current elected trustees were standing again: Jeremy Bowman, Sarah Wood, Paul Wood, Jim Coats, Julie Corfield.

The chairman asked if there were any nominations. There were 3 new nominations: Ray Marriott, Barry Kiely and Janis Blinkhorne.

A vote was taken and the following were elected: Jeremy Bowman, Paul Wood, Sarah Wood, Jim Coats, Julie Corfield, Ray Marriott, Barry Kiely and Janis Blinkhorne.

Declarations would be signed at the following committee meeting.

8. ANY OTHER BUSINESS

The Launch of 'Buy a Brick' was announced and details of how to participate were explained.

Meeting ended at 7.45pm.
