

# The minutes of the Annual General Meeting of the Briantspuddle Village Hall Committee held on Wednesday 5<sup>th</sup> June 2019 at 7.30pm in the Main Hall, Briantspuddle Village Hall.

**Present:** Eighteen members of the village community attended the meeting. The meeting was chaired by the chairman of the Village Hall Committee, Jenny Lightfoot, who welcomed everyone.

1. **Minutes of the 2018 Annual General Meeting:** The minutes of the Annual General Meeting held on 16<sup>th</sup> May 2018 were read out. Acceptance of the minutes as being a true record was proposed by Andrea Smith, seconded by Anne Colquhoun, and passed without dissent.

2. **Matters arising from the minutes:** None

3. **Chairman's Report for the past year:** Jenny Lightfoot presented the Chairman's Report which was read out by Stuart Chorley (text recorded as appendix 1 to these minutes). The Chairman outlined the huge range of activities organised by the Village Hall Committee, and stressed that in order for the village to benefit, they must support these events. The recent "Open Gardens" had been a great success and she thanked all those who had helped in the preparation, and running, of this popular event, and, indeed, to all who help with all activities. The objective of Briantspuddle Village Hall is to improve the quality of life for the inhabitants of the Parishes of Affpuddle and Turnerspuddle by promoting friendship and social contact.

4. **Treasurer's Report for the past year:** Allan Smith presented the treasurer's report, and the audited accounts for the year January to December 2018 were distributed and are included as appendix 2 to these minutes. It was proposed by Peter Talbot, seconded by Fiona Hogger, that the accounts be accepted. All were in favour. The Treasurer stated it had been a flat year in relation to the finances. Income had been reasonable. A slight reduction in hiring income was due in part to the closure of the hall for a month while the new floor was laid, and changes in some of the hiring arrangements (e.g. Yoga reduced from 2 classes to 1). All the expenditure that had been made was for improvement projects: thatching of the ridge (financed by Viridor and donations of sales of the cook book), double sink installed in the kitchen instead of the single one, fire alarm changed to a fixed wire system as the battery system proved unsatisfactory, flooring replaced (cost shared with Bladen Social Club), and a new main entrance sign for the hall (assisted by a grant from the Parish Council). All projects undertaken were to maintain the high standard of the hall. The treasurer is aware of the need to build up a substantial reserve (for large projects like re-thatching). This is being met, with approximately £20,000 already in reserve. The treasurer confirmed the necessity to have substantial fund raising events every other year (e.g. the Open Gardens) in order to build up the reserve – this year the provisional figure raised at the Open Gardens was just over £3000. The old wooden trestle tables had been replaced with newer, more hygienic tables, which will be easier to use.

5. **Election of Committee Members:** It was proposed by Angela Talbot, seconded by Robert Beedle, that the current committee of Jenny Lightfoot (Chairman), Allan Smith (Treasurer), Tamsyn Tankard-Evans, Angela Tozer, and Roger Smith (all of whom were willing to stand) be elected en bloc. There were no further nominations. All were in favour.

6. **Appointment of Nominated Representative Committee Members:** It was proposed by Angela Talbot, seconded by Robert Beedle, with all in favour, that the following be nominated representative committee members. All were willing to stand.

- Community Group                      Cindy Read
- Briantspuddle Singers                Anne Colquhoun
- Social Club                                Stuart Chorley
- Parochial Church Council              Fiona Hogger



**BRIANTSPUDDLE VILLAGE HALL COMMITTEE REPORT 2019**

It seems unbelievable that it was a year ago we sat here for the last annual parish meeting and heard reports from the various organisations within the parish. But, then I started looking at the many things that have happened and quickly realised it would take at least a year to fit it all in and so here we are.

First of all it has been good to welcome Fiona Hogger on board as a trustee, as the nominated representative of the PCC. The 10 trustees that make up our committee and Lesley, our tireless and invaluable minutes secretary, incorporate virtually every aspect of our community which I see personally as not only how important the village hall is to our community but the inclusive desire from all corners to see it flourish and continue to meet the needs of our community.

It's been a very busy year with a range of activities taking place that some considerably larger communities would be in awe of being able to provide. I'll probably miss one or two for which I apologise but on a regular basis we have Pilates, yoga, short mat bowls, keep fit, skittles, Briantspuddle singers, coffee shop, Let's lunch, evening talks/lectures, village hall lunch. A programme of Artsreach performances, the Purbeck film festival, harvest lunch, the Christmas fair, Christmas lights celebration and awards and New Year's Eve party contribute to a full year.

We've also this year enjoyed the Armistice Day celebration tea party and exhibition, a wedding and various other private bookings.

Looking forward, I would also like to take this opportunity to encourage individuals and groups amongst us who would like to see other activities and events taking place to come and talk to us and let's see how together we can make even more things happen for our mutual benefit and enjoyment happen. The hall is very busy but there is scope to do even more if the desire for it is present.

The year has been just as busy behind the scenes keeping the hall not only in a good state of repair but seeking to improve and enhance facilities as we go. The re-ridging of the thatched roof was carried out successfully and the swifts played their part in vacating their annual holiday homes in an orderly manner at the agreed time allowing the work to be completed in what was a very hot sunny and dry summer.

We had the electricians in verifying and certifying the quality of the electrics throughout the building and also carrying out improvements to the fire alarm system moving from a battery operated wireless system to a fully integrated hard wired system, no more flat batteries triggering alarms. Not only that, but with a conscious effort to place unsightly wiring as inconspicuously as possible. It is our intention, as and when further re wiring or wiring is required to seek to gradually move everything to a less visible position further enhancing the beauty of our hall.

The establishing of a recorded ongoing maintenance schedule for the building and the annual clean further served to keep the facilities we enjoy as top notch as possible. Grateful thanks to trustees and other members of the community for rolling up their sleeves and helping out with the big annual clean.

We have also seen a large area of the main hall floor and the skittle alley replaced this year. A successful shared venture both in cost and organisation carried out by the Bladen social club and the village hall committee jointly. There is still some ongoing snagging being dealt with but overall a much enhanced and safer floor surface for all of us to enjoy.

We've also been able to purchase and install a new mixing desk and wireless microphone system to enhance everyone's enjoyment of the events that take place here with the loop system once again functioning correctly interacting with the P.A. system. There may still be a need to move a speaker to further reduce the risk of occasional feedback. I hope in particular that those with reduced hearing ability are benefitting from these changes and trust you'll persevere with us as we fine tune the system.

We have a beautiful new sign outside the main doors to the hall drawing your attention to the entrance.

For a number of years now we have been served well by our substantial and quite heavy wooden tables due in no small part to some considerable fund raising carried out by Sue Jeanes in the past. The tables are becoming increasingly temperamental and prone to inflicting damage on their users without warning and are in need of replacement and so in the very near future, paid for by a considerable donation from the community group and the sale of jams and preserves in the coffee shop and with the balance being made up from hall funds, we will all be able to enjoy using a set of new, lightweight, hygienic tables.

I would like to take this opportunity to thank Angie Talbot for all the hard work she put in as a trustee until recently when she stood down from her position as representative for the community group, not least of all in arranging for the Wareham men's shed to build a display cabinet positioned in the foyer and soon to display the Debenhams China and other artefacts, and welcome Cindy Read on board as she takes over from Angie. Also a big thank you for the enormous amount of work Allan Smith does in keeping everything running smoothly, not only as treasurer but in so many other ways.

It has been a pleasure to work with each and every one of the trustees this past year and we are glad to report that once again we end the year with the village hall being in good shape both physically and financially but be assured we will not be resting on our laurels as the first weekend in June races towards us and with the help of the church and it's flower festival weekend, kind villagers opening their gardens and many of you joining with us to make yet another open gardens event not only exhausting but thoroughly enjoyable as we come together as friends and neighbours working together for our community and this our village hall.

Jenny Lightfoot

Village Hall Committee Chairman

## Treasurer's Report

For the financial year up to the end of December 2018 the overall picture was of a relatively flat income, and an increased level of expenditure on maintenance and improvement projects.

Total income of £17,492 was less than the previous year's total of £20,264, however the previous year's total benefited from the Open Garden event during that year, bringing in an exceptional surplus of over £4,000. Hiring income was reduced in part due to loss of availability of the hall during the refurbishment of the floor, whilst our regular hirers continued to maintain their previous levels of usage.

Expenditure was dominated by a number of projects:

1. Repairs and re-ridging of the thatch was carried out with financial support from Viridor Credits and donations from the proceeds of sales of the Village Cook Book.
2. The single bowl kitchen sink was replaced with a double bowl sink, a fulfilling a long-standing request from regular hirers of the kitchen. This was funded from village hall internal resources.
3. The fire alarm system was rewired to eliminate the radio link system which had required frequent attention to maintain effectiveness. This was funded from village hall internal resources.
4. The floor in the main hall, including the skittle alley area, was repaired, sanded and varnished. This was funded in a shared basis with the Bladen Social Club and internal village hall resources.
5. A new sign was provided for the village hall main entrance. This was funded by a grant from the Affpuddle Parish Council and internal village hall resources.

Completion of these projects goes some way to maintaining the standard of facilities in the Village Hall at a high level. However, there will continue to be further expenditure necessary to keep the building and internal fittings at an acceptable level, the rate at which this can be carried out being regulated by the organisations ability to generate funds.

The Village Hall Committee continue to seek to build an adequate reserve against any future major repairs, with special attention to the longer-term necessity to renew the thatched roof. With the loss of Viridor as a major source of support funding, and no immediate replacement, this is a particular concern. Over the last three years the balance in the reserve fund has been increased to just over £20,000, with a target of reaching £40,000.

The Village Hall can only continue to be a success if it is supported by the members of our village community, I would appeal to all village residents and friends of the village hall to support the events that take place there. Your committee will continue to look for ways to improve the facilities offered, and welcome suggestions from existing or potential users of the hall.

Allan Smith  
Village Hall Committee Treasurer

**Briantspuddle Hall Committee - Accounts Year ended 31<sup>st</sup> December 2018**

**Income**

Hall Hire and other casual hire		8,713
Grants – Parish Council		3,174
Donations received including Gift Aid		893
Sundry income		388
Bank Interest Received		26
100 Club Income	1,370	
Less Prizes	<u>(420)</u>	950
Fund Raising	4,160	
Less Opening Stock	(91)	
Expenses	(803)	
Add Stock Held	<u>82</u>	<u>3,348</u>

**Expenditure**

Caretaker	1,860
Repairs and Maintenance	8,434
Heating and Lighting	2,620
Water Rates	298
Insurance	2,810
Ground Rent	80
Printing, Postage & Stationery	59
Broadband	217
Licences	265
Consumables	145
Professional Costs	<u>100</u>
	16,888
Profit for the Year	<u>604</u>

£17,492

£17,492

**Briantspuddle Hall Committee - Accounts Year ended 31<sup>st</sup> December 2018**

**Balance Sheet – At 31<sup>st</sup> December 2018**

<b>Current Assets</b>		<b>Current Liabilities</b>	
Stock	82	Bond Monies	-
Debtors	-	Creditors	<u>-</u>
Bank - Current Account	15,383		-
- Premium Account	14,404		
- No2 Account	-	Capital Account	
Cash in Hand	106	Opening Balance	29,371
		Profit for the Year	<u>604</u>
		Closing Balance	<u>29,975</u>
	<u>£29,975</u>		<u>£29,975</u>

I confirm that I have examined the books and records and that these Accounts represent a true and accurate state of affairs of the Briantspuddle Hall Committee at 31<sup>st</sup> December 2018.

Signed.......... Mrs D Scott FCCA, CTA