

# **Somerton Village Hall Annual General Meeting 2024**

## **Wednesday 12<sup>th</sup> June at 7pm**

### **Present**

**Trustees:** D Ashton, P Beard (Secretary), B Burgess, P Burgess, P Evans, B LeCompte (Chair), J Whitehouse, S Whitehouse (Treasurer), C Williams, D Williams

**Committee:** D Shuker, R Walters, C Roullier, P Roullier

L Shuker (Minutes Secretary)

**Apologies:** P Burgess, P Burckitt, G Burckitt J Clift

### **Minutes of AGM 7<sup>th</sup> June 2023**

Accepted as presented and signed.

### **Matters Arising**

As was agreed at the 2023 AGM a proposal was made and accepted to make a further donation of £50 to the Hobby Club in recognition of the banners made for the D-Day celebrations.

A new data projector has been purchased using funds from the hall improvement grant money.

It has not been possible to open a Treasure's Account with Barclays

### **Minutes of meeting 17<sup>th</sup> April 2025**

Accepted as presented and signed. No matters arising from the minutes.

### **Chair's report**

As the football saying goes 'it's a game of two halves'. For the Trustee's of Somerton Village Hall (VH), it's been a year of two halves: Steve Ashton until Christmas and then I (BLeC) took over until this AGM

The year started on a very positive note with the Village Fete being an enormous success raising almost £4,000 which was divided equally between the VH and the Somerton Church fund.

The VH required repairs and modernisation so Trustees applied for grants to make the improvements, which successfully raised approximately £19,000, comprising the Community fund £10,000, Bernard Sunley Foundation £5,000 and Geoffrey Watling Charity £4,000. The work was carried out by local tradesmen and included a new floor, a new ceiling and lighting plus new electric eco heaters. Outside the hall, the grant also included a provision for new fencing to comply with safety regulations for playgrounds. All work has now been completed.

Steve Ashton has been instrumental in co-ordinating and overseeing the work being undertaken and I would like to record the thanks of the Village Hall Trustee's for his hard work and dedication over many years.

Re playground: We have finally managed to contact the relevant person at Great Yarmouth Borough Council with regard to potentially cleaning and repairing the playground equipment; however, it was stated this is low priority.

At the start of 2024, other Trustees also said they wished to step down for various reasons so we are currently inviting people to apply to be a Trustee. Current vacancies include that of Chair and a VH booking.

It has been challenging organising this year's Fete (which has run since 1991) with fewer Trustees and crucially, fewer volunteers to help put tents up and man stalls and games. The decision has been taken as part of fete meetings that the format of the fete will change. Fliers will be circulated by Trustees to try to encourage new people to come forward to help. Thank you to the fete planning team.

Thank you to Peter Evans on the success of the D-Day Anniversary Event: 38 people attended. Thanks also to other Trustees and committee members who helped, to those who cut grass, planned the quiz and donated the wine for the toast.

I would like to thank all the Trustees for their time and support in the brief period that I have been chair; we are all volunteers who give up so much of our time for the benefit of the community.



## Treasurers Report

### **Somerton Village Hall - Registered Charity 1061518** **Treasurer's Report to Trustees for AGM 12th June 2024**

#### **Audited Income and Expenditure Accounts**

The Accounts were kindly audited and signed on 12<sup>th</sup> June by Michael Lees.

The Annual Return 2023 to the Charity Commission was submitted on 22nd January 2024.

A copy of the audited accounts will be provided to the Parish Council if approved by this AGM

Income for the year ending 31<sup>st</sup> March 2024 totalled £25,320 and Expenditure totalled £21,552.00 which resulted in a surplus for the year of £3,768.93 and a final balance of £44,797.74

This includes £412.04 for Somerton News, £6,954.28 in the Extra Land Fund, and £215 in the Defibrillator Fund

*Therefore, the sum available to Trustees is £37,216.42 £5000 is due to be paid for the new fence, leaving £32,216.42 available.*

#### **Grant Activity**

Forms part of the Core Activity of the Hall, but reported separately for clarity.

Three funders were approached for grants, and all three generously agreed to fund the Hall refurbishment.

Grants Received were £10,000 from the Lottery Community Fund, £5,000 from Bernard Sunley Foundation and £4,000 from Geoffrey Watling Charity, a total of £19,000

£16,387 was spent on the new floor, ceiling, heaters and lighting, front door, projector, stop-cock and the associated decorating and hardware. Together with the new fence and indicator lights on the heaters, this gives a total expenditure of £21,645 on the refurbishment. Of this, the Hall has contributed only £2,645 from Reserves.

#### **Core Activity, directly relating to provision of the Hall**

Excluding the grants and refurbishment, Total Core Income was £2,415.88, Core Expenditure was £2,562.74, giving a deficit of £156.76 over the year.

Hall Hires were down on the previous year, being £1571 from 100 hires. However, 11 Parish Council hires for £132, paid too late to be shown in this years' accounts, would bring the Hire income to exactly the same figure as last year.

Received from	Total
Band	329
Individuals	240
Election, inc fuel surcharge	206.22
Friends of Horsey Seals	185
Coffee Morning	177
Village Venue	132
Food for Thought	105
Hobby Club	96
S Didsbury,Pathfinders	45
National Trust	20
All about Books	12
Bingo	12
Somerton Staithe Trust	12

Sundry Core Income once again included a £150 compensation payment from Barclays Bank, plus an insurance reduction of £22 for completing a declaration on our Policies and Procedures.

Bank interest rates have increased, giving a total interest for this year of £562.

The sum of £250 for the annual playground rental from GYBC appears in Debtors, just as it did last year.

Core Expenditure was mainly Utilities. Electricity costs were up almost 260%, from £231 to £829, and Insurance rose by 37%. The new electricity contract should reduce this cost from now on.

Our PRS licence cost is based on our turnover. The final figure has not been invoiced, but will not include the Grant income or expenditure, so we will remain in the lowest category.

### ***Fundraising Activity***

That is, events plus additional funds held for other organisations.

The two major events this year were the Summer Fete and the Coronation celebrations.

Fete costs initially met by the Hall and subsequently repaid from the Fete accounts appear as Special Events - Summer Fete. The Hall share of the profit was £1952.50, appearing as Fete Income.

Coronation Costs were for Alcohol and the associated licence. Income was from Bar takings and profits were used to make donations to Hobby Club and Village Venue.

Defibrillator – a sub-fund held within the Village Hall accounts. The balance is £215. It is anticipated that this will be used for battery renewal.

The final area of fundraising activity tracks the income and expenditure of Somerton News. The Bottle Bank generates £24.73 per tonne of glass recycled, and has yielded £116 this year. Donations to Somerton News were up on last year, totalling £608

### ***Balances Held***

After payment for the fence, Trustees hold a total of £39,171, including the Land Fund. The plan to move the greater part of this to a Virgin Notice Accounts was shelved due to the costs of paying a solicitor to confirm the identities of all Trustees. An account with Charity Bank will be opened instead.

### ***Barclays Bank***

Banking with Barclays is still challenging, but only one complaint, relating to inconsistent information, has been made this year. £150 compensation was paid to the Hall funds.

There have been benefits from using online banking, chiefly the ability to monitor transactions regularly and to pay in cash through the Post Office. Making online payments requires considerable time input from the Treasurer and another signatory.

### ***GYBC***

Great Yarmouth Borough Council should be paying £125 rental for the Play Area. As last year, they have not responded to emails and phone calls.

The Trustees accepted the financial statement as presented and agreed that the Chair could sign off the audited accounts.

The Trustees approved the opening of an account with the Charity Bank.

It was noted that the electricity account is now with Eon.

The lack of rental from GYBC, the lease agreement and questions about insurance continue to be matters to be followed up.

A Reserves Policy was presented and accepted. It may be needed for grant applications and it accounts for sums of money held.

### ***Elections***

***Chair:*** No nomination was received prior to the meeting.

**Treasurer:** Stephanie Whitehouse is happy to continue and was appointed.

**Secretary:** Penny Beard is happy to continue and was appointed

**Trustees:** In addition to the Treasurer and Secretary, Debbie Ashton, Barry Burgess, Pam Burgess, Judy Clift, Peter Evans, Chris Williams, Dave Williams, agreed to continue.

Pauline Burckit and Linda Smith have stepped down over the year. Billy LeCompte is resigning as of this meeting.

Richard Walters was appointed as a new Trustee.

**Bookings Clerk:** JB has stepped down and DA will step down after the fete. CR offered to take on the role after the fete. An online booking system is to be explored, possibly linked to the Parish Council website, and will be considered further at the next Trustees meeting.

SW reported that the constitution requires the Trustees to elect one of the members as Chair. The Chair continues in office until a successor is appointed. The only requirement of the Chair is to chair meetings of the Trustees.

Paul Roullier was accepted as a new Trustee. PE nominated him as Chair, seconded by PB; Paul Roullier was unanimously appointed as Chair.

### **Hall and Grounds**

It was proposed that a subcommittee be established to consider the status, maintenance and future plans for the hall and grounds. Decisions as to whether the subcommittee should include all Trustees and/or co-opt people with specialist expertise were deferred to a future discussion.

Internal cracks in the toilet walls should be investigated and quotes obtained for repairs. LS will contact other local village halls about local contacts they use for building works. PB will also ask local contacts.

An annual safety inspection should be investigated. LS will contact other local village halls and explore the Association of Village Halls to see what procedures might be followed.

SW and DS will co-ordinate on provision and costs for grass cutting by GYBC.

Some blown double-glazed windows need to be replaced. DS will contact Steve Ashton for recommended contractors.

**Date of next meeting:** September 18th

**Somerton Village Hall Events Committee Meeting  
Wednesday 12<sup>th</sup> June 2024 following AGM**

**Present and apologies: as for AGM**

**Minutes of meeting 17<sup>th</sup> April 2023**

Accepted as presented. No matters arising

**Events**

**D-Day:** Congatulations it was a fabulous occasion with a good turnout. The new Chair (PR) offered his additional thanks to PE and C, DW, PB, BB for the 'bubbly'.

**VE Day:** A party for next year's anniversary to be added to next Agenda

**Village Calendar and/or Christmas Card:** Kevin and John to be asked if they might have suitable photos for a calendar. An article in Somerton News and on the Facebook Page could ask for other contributions. PB and RW will explore costs for both Calendar and Cards. Marketing to be discussed.

**Village Fete:** A donation of £300 from the Village Hall for prizes and other costs was requested and approved.

**DONM:** following Trustees meeting on 18<sup>th</sup> September

# Somerton Village Hall

Receipts and Payn for year endi

For year end

## Receipts

Hall Hire	1571.22
Bottle Bank Credits	205.42
Donations to Hall	110.00
Donations to Somerton News	608.09
Donations to Land Fund	0.00
Fete Income	1952.50
GYBC	0.00
Special Events - Coronation	346.16
Special Events - Summer Fete	792.88
Special Events -	0.00
Bank Interest	562.56
Sundry Income Core Hall **	19172.10
Sundry Income Fund- raising	<u>0.00</u>

## Less Payments

Insurance	1008.67
Electricity SSE	828.79
Broadband Origins	371.10
Water Wave/AW	137.70
Repairs/Maintenance	34.59
New Equipment ***	16645.18
PRS / PPL License	154.80
URM	190.94
Newsletter Printing	1057.97
Donations or Gifts	100.00
Special Events - Coronation	165.91
Special Events - Summer Fete	792.88
Special Events -	0.00
Sundry Expenditure Core Hall	36.99
Sundry Expenditure Fund- raising	<u>26.48</u>

Surplus (Deficit) for year

Brought forward from previous year

Total

### Balances

Virgin Money

Business Premium A/c

Business Community A/c

Cheques issued but not cashed by yr 70.00

Creditors

Debtors

Petty Cash in hand

### Notes

The balance also includes a net balance of 412.04

The balance also includes a net balance of 6954.28

The balance also includes a net balance of 215.00

so sum available to Village Hall **37,216.42**

\*\* Sundry Income includes 10,000 Lottery Commur  
5,000 Bernard Sunley  
4,000 Geoffrey Watling  
19,000

Audited	M Lees
Chair of Trustees	William Le Com



# Accounts

ing 31/03/2024

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For year ending 31/0

100 Hires	1703.00	
	459.03	
	20.00	
	399.18	
	0.00	
	2330.79	
	250.00	
	775.20 Jubilee	
	1484.31	
	142.10 Jumble sale	
	44.94	
	200.00	
	100.00	
<b>25,320.93</b>		<b>7,908.55</b>

	734.21	
	231.00	
	304.43	
	165.42	
	43.60	
	15.99	
	139.20	
	254.95	
	825.63	
	355.00	
	419.85 Jubilee	
	1462.56	
	142.10 Jumble Sale	
	42.37	
	0.00	
<b>21,552.00</b>		<b>5,136.31</b>

3,768.93	2,772.24
41,028.81	38,256.57

44,797.74

41,028.81

19,227.56  
24,679.76  
400.00

18,988.22  
20,783.18  
590.44  
70

0.00  
0.00  
0.00

250.00 gybc, unpaid from previous year  
23.00 Origin

250.00 gybc  
60.00 spc  
125.32 ncc

287.42

301.65

**44,797.74**

39,170.70

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**###**

in the Printing Fund for Somerton News  
in the Land Fund  
in the Defibrillator Fund

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\*\*\* New equipment

16,387 spent from grants

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