

BOTLEY MARKET HALL TRUSTEES

ANNUAL GENERAL MEETING

Thursday 3rd April 2025 at 7.30

The meeting opened at 7.30pm. Steve Harris, Co-Chair welcomed all attendees and thanked them for taking the time to attend the evening's AGM.

Steve said "Before starting this evening's meeting, I would like to express my heartfelt condolences to Pauline and her family on the sad loss of Godfrey, her husband." Steve then read out a card of thanks from Pauline addressed to her Botley Market Hall Friends/fellow trustees who had all sent their condolences. Godfrey was always supportive to Pauline in her trustee role (booking secretary and much more) and he often helped out in various capacities at the hall.

Steve gave a personal 'thank you' to all of the Trustees, Volunteers and sponsors for their support and commitment over the last year with a special thanks to Sue. He also thanked Dorothy and her team for maintaining the Hall's flowerbeds.

Andy spoke on behalf of all the trustees to thank Steve for his tremendous tireless contribution as Co-Chair – *applause*.

Present: *Trustees:* Steve Harris (Co Chair), Sue Taylor (Co Chair and Co Treasurer), Andrea Champion, Vanessa Bord, Jonathan Appleby, David John, Jean Sutton. *Vol:* Linda Ettie (Minutes)

Other: Rod Taylor, Derek Oswald, Dorothy Wrigley.

Apologies: *Trustees:* Rosemary Nimmo, Bob Nimmo, Corin Ball, Malcolm Freemantle (Vice Chairman), Pauline Bower (Secretary), Kelly Law, David Buckley, Lorna Harton (Co Treasurer). *Other:* Louise Evans, Andrew Gillman (Vol). Chris Cooper & Lisa Andrews (both BPC)

1. Minutes of the last AGM Meeting.

The minutes of the previous AGM held on 29 April 2024 were agreed as accepted by the Trustees. Proposed: Jonathan Appleby Seconded: Andrea Champion

2. Matters arising. Point 7 Confirmation of the Ownership of the Market Hall

Steve Harris advised that he had contacted the Land Registry and received acknowledgement that no other claim had been received. **ACTION:** to be contacted again in 2025/2026

3. Chairman's annual report.

This year the Botley Market Hall has been good in terms of increased revenues and nett contribution, this combined once again with prudent cash management of general costs and Utilities we are in good shape for the challenges ahead.

We continue to enjoy increased hirer and event income. Donations and most importantly grants will enable us to complete the long-awaited Ladies toilet refurbishment, work is due to commence late April.

Grants received:

BPC £1200

HCC £4000
Co-op Cause- Yet to be determined.

In the Financial year ending October 2024, we have:

Installed a replacement heater/ air - con unit in the main hall.

Added new electrical sockets to the main hall.

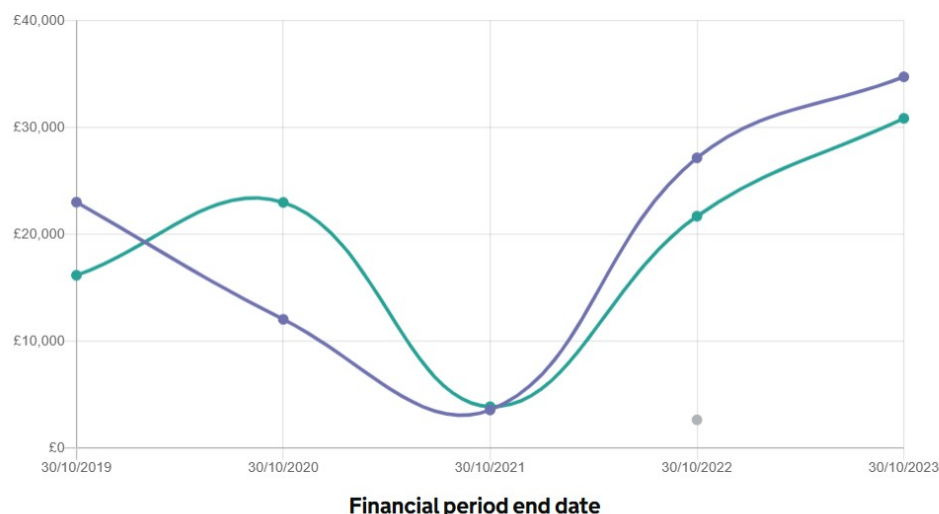
Upgraded the external lighting controller.

Updated paintwork throughout the building.

The year ahead we will continue to apply for funding/grants. The next project to be viewed is the replacement of the kitchens.

The new bookings system continues to pay dividends over the method we previously had. This all-in-one software package specifically designed for community venues will allow us to manage our website, process booking requests and ultimately receive online payments, sell tickets for events and much more. A big thank you to Sue and Pauline for all of their time they continue to devote to this project.

Bookings from existing and new hirers continue to grow in line with the new housing developments within our catchment area, the graph below indicates our post pandemic recovery.



Income / Expenditure		30/10/2019	30/10/2020	30/10/2021	30/10/2022	30/10/2023
<input checked="" type="checkbox"/>	Total gross income	£23.01k	£12.05k	£3.58k	£27.15k	£34.73k
<input checked="" type="checkbox"/>	Total expenditure	£16.17k	£22.99k	£3.89k	£21.70k	£30.85k

We have had a very good year in terms of events, all have been sold out quickly and have made a significant contribution to our funds, special thanks to Jean for organising the Goodwood Ladies Day event which was a tremendous success. Whilst we continue to see a lot of new faces at these events It was good to see so many local people returning to the hall as a community hub.

4. Secretary's Report.

It has been a good year for our regular hires and one-off events. Dance classes, Irish Dance and Line dancing are particularly popular with the instructors booking additional slots throughout the year. The hall is extremely popular for children's parties with several repeat bookings and positive feedback from our hirers. Our small room, The Hub, is now being frequently booked. The hall has two good selling points: The stage and a car park.

It is an eclectic list, and our lovely hall does its best to make everyone feel as welcome and comfortable as possible. In addition, we have hosted village fund raising events, the annual Horticultural Show, and our own popular fund-raising live events.

Our hirers welcome the continuous maintenance improvements we make with particular feedback relating to the level of cleanliness of the hall, the current company used is Foxes and the main cleaner is Michelle. Hirers are asked to play their part and leave the hall clean and tidy after their events. They also appreciate our flexible approach, for example, not charging for cancellations and trying to accommodate some of their additional requests.

Finally, the support from the Trustees and Volunteers have made the magic happen, without them the Market Hall would not be the fantastic community facility that it is today.

5. Treasurer' Report.

Our accounts have been examined and approved. In the financial year to 31st October 2024, we made a profit of £14,268.91. Booking revenue increased in the region of £8.5K and Fundraising Events in the region of net £2K. We were able to reduce Hall maintenance costs by approximately £3K. And although our electricity and gas costs reduced, our water rates increased. Other costs were generally at the level expected for the running and maintenance of the hall.

We are pleased to be able to hold the Hire Rates of 2024 through 2025.

Our bank account is looking healthy. We have been awarded grants to the amount of £5,200, our thanks to Botley Parish Council and Hampshire County Council, for the refurbishment of the Ladies Toilets. We are also one of the Co-op local causes so if you haven't linked your Co-op card to your chosen cause this year, please do so and nominate us. This is again to fund the refurbishment of the Ladies Toilets.

The long-awaited refurbishment begins on 28th April 2025 and will take approximately 2 weeks to complete. We also hope to improve the floor in the main hall in the coming year.

6. Election of Officers.

Chair	David John
Treasurer	Sue Taylor
Vice Chairman	Malcolm Freemantle (currently on a six-month sabbatical)
Booking Secretary	Pauline Bower

Nominated by Jonathan – Vote: ALL in favour.

7. Election of other Trustees.

Standing down: Steve Harris (Co-Chair) and David Buckley.

Kim Herbert remains on a period of leave.

All current trustees indicated they were willing to stand again, they are:

Andy Champion, Rosemary Nimmo, Bob Nimmo, Corin Ball, Vanessa Bord, Kelly Law, Jonathan Appleby, Jean Sutton, Lorna Harton.

8. A.O.B.

David: Confirmed he had read the Hall's 'Constitutional' documents and looked forward to being Chair and working with all the trustees and volunteers. He said the hall was an accessible, fun, important hub for the local community.

Vanessa: To contact David Buckley and thank him for his years of service as a trustee.

Derek: Thanked Linda for continuing to send agendas and take minutes.

Dorothy: Asked if the clock in the tower was ever going to be repaired. It was explained this is the responsibility of Botley Parish Council – **Lisa** to be asked to report back as this has been an ongoing issue for a long while.

Chris Cooper: had emailed two items: (1) BPC Meeting 8th April Boorley Green Community Centre at 1845 (2) Who is the BMH lead for the 'Revels on the Rec' event. Vanessa volunteered to liaise with BPC.

Rod from the floor thanked the Chair, all the Trustees and volunteers for their continued hard work and support for the hall and the local community.

Steve thanked everyone for attending and their continued support, he wished David good luck as the new Chair and thanked Rod for all his help.

Meeting closed at 8.15pm

LJE/7April/2025

botleymarkethall@gmail.com

BOTLEY MARKET HALL
ACCOUNTANTS REPORT
FOR THE YEAR ENDED 31st OCTOBER 2024

Independent examiner's report to the trustees of Botley Market Hall

I report to the trustees on my examination of the accounts of Botley Market Hall for the year ended 31st October 2024.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the *Charities Act 2011* ('the Act').

I report in respect of my examination of the Trust's accounts carried out under s. 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under s. 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

(1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or

(2) the accounts do not accord with those records; or

(3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the *Charities (Accounts and Reports) Regulations 2008* other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



G R Stone
21st March 2025

BOTLEY MARKET HALL
INCOME & EXPENDITURE
FOR THE YEAR ENDED 31st OCTOBER 2024

	2024		2023	
	£	£	£	£
INCOME				
Lettings		38,743		30,177
Damage Charges		175		50
Services		2,190		2,200
Charitable activities		7,248		2,307
Donations		1,153		3,220
Just Giving		-		29
Other		-		396
Non-profit income		-		-
Unclaimed deposits		125		600
Interest income		429		141
GROSS PROFIT		<u>50,063</u>		<u>39,120</u>
EXPENSES				
Cleaning	9,793		8,654	
Equipment purchases	218		473	
Admin. Expenses	434		257	
Software	355		338	
Consumables	649		675	
Events	(100)		100	
Insurance	1,540		1,412	
Telephone	503		274	
Licenses	255		164	
Printing, postage and stationery	232		240	
Website	321		240	
Window cleaning	100		78	
Fund raising	4,238		1,336	
Repairs and maintenance	1,225		532	
Gardening	120		321	
Hall maintenance	3,339		6,247	
Servicing	441		753	
Weekly maintenance	920		1,680	
Broadband	202		405	
Electricity	3,955		5,095	
Gas	646		957	
Refuse	567		513	
Water	851		104	
		<u>(30,804)</u>		<u>(30,848)</u>
Depreciation of Fixed Assets		(4,990)		(3,305)
NET SURPLUS FOR YEAR		<u><u>14,269</u></u>		<u><u>4,967</u></u>

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