

# **Walbottle Village Institute**

## **Annual General Meeting**

**19 July 2023**

### **Chairman's Report**

#### **Background**

As was the case last year, it is less than a year since the last Annual General Meeting of the Trustees of Walbottle Village Institute; a meeting open to all interested parties. We have tried to move the date of the AGM forward in the hope that a warm summer's evening might make it more attractive to attend. This is the third AGM arranged by the current Board of Trustees.

This building is owned by the City Council, but is run and managed by a Board of Trustees. We are a registered charity, and all the trustees are volunteers. The Institute has to be self-supporting financially; funding heating, lighting, insurance, maintenance, repairs, and renovation and improvement.

#### **Summary**

This has been another successful year for the Institute which has remained at the centre of village life. There have been several significant events as well as the regular use by groups catering for all ages, and one-off hirings for family parties and the like.

Our finances are healthy, and the Institute is fulfilling its requirement to be self-sufficient. All income generated is used to fund the running of the building. Through careful management by our treasurer, we have a moderate cash reserve for use in case of need of urgent repairs, and for routine maintenance and decoration. I would like to take the opportunity to ask all users of the hall to please pay invoices promptly, and be sure to include an invoice number to make the treasurer's life a little easier.

#### **Trustees**

In addition to me as Chair, the trustees are Nick Strong (Treasurer), Shirley Parnell (Joint Secretary), Wendy Carr (Joint Secretary), Anna Smith, Matthew Langdown, Iain Grainger and Lynda Parkin. Since the last AGM, Jo Morris has resigned from the Board and I would like to take this opportunity to thank Jo for the enormous contribution she made as a Board member, particularly with her expertise in respect of safeguarding. We are very pleased that Lynda has accepted our invitation to join the Board.

The Board is ably assisted by Peter Smith who manages our IT and runs our website. We are grateful to Peter for his help.

#### **Highlights and Events Held**

Many of the events organised in and around the Institute are arranged and run jointly with the Walbottle Village Tenants and Residents Association. Although the WVI and WVTRA are separate organisations, we cooperate very closely and have a good working relationship.

The building has been used for several meetings of general interest to the residents. These have included an open meeting with a fire officer following the terrible wildfire in the village on August 11 last year, and another with one of the providers upgrading broadband in the village. Both meetings were well attended.

On the day of the wildfire, we had opened the Institute to make its facilities available to anyone who had been evacuated from their homes, and for members of the emergency services who needed a break from the sterling work they were doing. Although many chose to use the pub instead, it was agreed that the availability of the hall had been useful. We agreed that, in the event of a similar emergency in the future, we would open the hall once again. If necessary, any group using the hall at the time would be asked to cancel their session.

The hall has been used for food bank collections, and for the “Walbottle Wardrobe”, clothes-swap event.

The Walbottle Village Choir uses the hall for rehearsals on Monday evenings and gave excellent performances as part of two events in the village.

At Christmas, in a joint venture with the Residents’ Association the Institute played host to Santa. He parked his sleigh in the hall and greeted lots of children from the village. There were craft stalls and refreshments and, on the Village Green, the beacon was lit, the choir sang seasonal favourites and the lights on the Christmas tree were switched on. It really was a festive occasion.

Perhaps the highlight of the year was another joint venture. The Big Picnic on the Village Green was held on May 7 and organised to celebrate the Coronation of HM King Charles III and HM Queen Camilla. It seemed as if the whole village had brought a picnic and assembled on the Green. The weather was kind, the choir delivered patriotic songs. The beacon was lit again, and everyone had a good time. It’s good to see the village coming together at times like this.

Most recently, Roger Parnell and I, together with the St James’ Heritage and Environment Group, conducted a guided tour of the village with a focus on its extensive history. The walk was preceded by a talk in the hall explaining the history right from the Big Bang (almost), via the Romans to the Industrial Revolution and the early 20<sup>th</sup> Century. The event was well received and there have been requests for a repeat.

### **In Conclusion**

At this point, I would like to thank the users groups and all the villagers who use our Institute for their continued use and support. Without those people, it would be an empty and lifeless shell, rather than a vibrant little building at the hub of village life.

We look forward to next year being just as successful as this.

Michael Carr  
Chair of Trustees

19 July 2023

## Walbotte Village Institute

### EXPENDITURE

Gas - EDF/BG	695.70
NCC rent	281.88
Electric Opus	889.42
Talk talk	471.98
Cleaning	670.00
Cleaning - You Have it Maid	160.00
IT support	726.00
Consumables	392.31
Insurance	96.00
Maintenance Kimage	59.00
Maintenance Peterlee	252.12
repayment of error	40.00
Capital/major work	3500.00
Decoration	11.32
Kitchen	
NE ambulance defib	2008.80
Other	
Drains, pest control	428.80
Plants	36.00
Equipment	20.00
Total	10739.33

### SUMMARY OF INCOME ACROSS YEAR

Community	
Open balance	3474.61
Income	12174.79
Expenditure	10739.33
Close balance	4910.07
(Check close)	4910.07
(Check Difference)	0.00

## SUMMARIES OF TWO ACCOUNTS (COMMUNAL)

### Community account

Open balance  
Close balance  
Change over year

### Premium account

Open Balance

Interest

6/6/2022

9/5/2022

12/5/2022

3/6/2023

Deposit

11/18/2022

Change over year

Closing balance

## SUMMARY OF OVERALL INCOME AND EXPENDITURE

Income

Community acc

Business acc

Interest

Expenditure

Total income

Income sorted to fit with .gov.uk reporting

Divides into

Charitable activities

(rounded to nearest £)

Grants

Contracts

Interest

Total

Note: Effect of rounding figures on .gov.uk site given

## Accounts 2022-2023

### INCOME

Advanced building	40.00
Amazon	12.05
Barking mad	120.00
Bowden	440.00
Broady A	65.00
Carr, Julia	400.00
Clark	30.00
Cleaning refund	45.00
Dee Kala	70.00
Dixon	30.00
Dodds	38.54
Drive for Wellness	583.39
Grainger	45.00
Hatfield	30.00
Heddon	50.00
Hedley Bike	80.00
Krol, Natalia	20.00
Laura Driver	20.00
Mia	50.00
Nelson	20.00
NCC	0.00
Over 60s Bingo	958.50
Paypal Dodds et al	47.65
Phillips	30.00
Piper	28.00
Residents	0.00
Richardson	286.50
Sally	40.00
Sandean	30.00
Search/Kirsty	250.00
Silvia Mather Belly Fit	60.00
Smart dogs	110.00
Sophie Smith Dance	2180.00
Stevens/Choir	130.00
Stone B	25.00
Streetworx	60.00
Tango	200.00
Tait	120.00
Thompson	165.00
WBL art	1344.00
Widdowson	50.00
Walbottle Res	923.16
Yoga - Ali	639.00
Yoga	84.00
Newcastle CC grant	200.00
Community Foundation g	2025.00

TOTAL 12174.79

## NITY AND BUSINESS) ACROSS YEAR

4/1/2022	3474.61
4/1/2023	4910.07
	1435.46

11573.43

0.87

3.57

6.48

14.59

25.51 total interest

173

198.51

11771.94

## ENDITURE FOR YEAR FOR BOTH ACCOUNTS

12174.79

173

25.51

10739.33

12373.3

g system

10123

2025

200

26

12373

ives total of 12374