

Walbottle Village Institute

Annual General Meeting

17 July 2024

Chairman's Report

Background

Having moved the timing of the AGM gradually from the Autumn to the Summer, it is now a year since the previous Annual General Meeting of the Trustees of Walbottle Village Institute; a meeting open to all interested parties. This is the fourth 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 remain 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.

It is very helpful if users of the hall please pay invoices promptly and be sure to include an invoice number to make the treasurer's life a little easier. Thank you to those who already do this, and please start to do this if, as a user, you do not do so already. It is very difficult to reconcile late payments which do not contain reference to the invoice number.

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.

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

Villagers may be aware that Shirley and Roger will soon be leaving the village to a new home south of the river. For this reason, Shirley has tendered her resignation as a board member. I would like to put on record, the grateful thanks from me and my fellow trustees for the enormous contribution made by Shirley over the past few years. Shirley has written several successful grant applications, written numerous operating procedures and created a well-organised digital archive to contain all our documentation. She has also kept track of our insurance, boiler servicing, fire extinguisher servicing etc etc. She is always at the centre of events we organise in the institute. Shirley will leave big shoes to be filled and we will be looking to recruit a new trustee to replace her when she leaves.

I must also thank Roger who, whilst not a trustee, has also made a huge contribution to the running of events in the Institute. He has been instrumental in the running of our fund-raising pie and pea nights at which we have shown some classic films

Highlights and Events Held

On the subject of Pie and Pea evenings, earlier this year we held an event which was to have been a fund-raising event for the planned D-Day Commemoration. There was a World War 2 theme to the evening with a quiz about the Dad's Army TV programme and the showing of the "Dad's Army" film.

Sadly, the D-Day event had to be cancelled but, if and when the Residents' Association arranges another event, the Institute will be happy to be involved.

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.

The Institute has been used by the City Council as a Polling Station for several elections. Although this means that no groups can use the building on polling days, which is unfortunate, it does mean that the villagers have a convenient venue in which to exercise their democratic right, and also makes a contribution to our finances.

At Christmas, in what has become an annual event arranged in conjunction with Residents' Association the Institute played host once again to Santa. He parked his sleigh in the hall and greeted lots of children from the village. There were 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.

Maintenance of the Building

Over the next year, we hope and expect a number of maintenance and repair projects to take place. This will include upgrading of the consumer unit for the electricity supply, and some reconfiguring of the wiring in the building. Whilst the current configuration is perfectly safe, it does need upgrading.

There is also a problem with rising damp in the porch, and with some of the pointing outside. Measures to fix this are in hand.

Where possible, the trustees try to undertake minor repairs within the group (for which particular thanks to Iain whose skills are particularly appreciated). However, larger projects have to be undertaken by contractors. We apologise in advance for any disruption to classes etc whilst work is taking place.

In Conclusion

At this point, I would like to thank my fellow trustees for their huge input into running the hall and its bookings, largely undertaken by Anna. I would also like to thank Peter for his IT support. Finally, thank you to the user 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

17 July 2024

2023-24 Year

	April	May	June	July	Aug	Sept	October
Opening balance	4910.07	4682.79	5264.71	5585.59	6034.23	6255.96	6006.69
Gas - EDF/BG/Yu	74.35	66.41	33.21	9.27	11.01	30.42	36.17
NCC rent	23.49	23.49	23.49	23.49	23.49	23.49	23.49
Electric Opus	122.00	116.46	147.10	146.93	127.10	617.05	
Electric YU energy						42.79	40.66
Talk talk	42.44	52.13	45.67	45.67	45.67	45.67	45.67
Cleaning OS		130.00	80.00	0.00	130.00	110.00	
			100.00				
IT support	40.00	80.00	80.00	80.00	80.00	80.00	152.00
				80.00			
Consumables		15.45	94.48			14.85	
Insurance			96.00				
Maintenance Kimage							
Maintenance Peterlee		36.60					92.22
Maintenance Adv building							
Maintenanve Gecko							
Repairs/modifications		108.00	50.00				78.00
Coronation celebration	100.00						
brown bin charge (Anna)							
WRTA D-Day celebration							
Equipment							
TOTAL	402.28	628.54	749.95	385.36	417.27	964.27	468.21
INCOME							
Advanced building							
Amazon	5.00	15.46					
Barking mad							
Bowden		50.00	40.00		40.00	40.00	50.00
		40.00				30.00	10.00
						40.00	
Carr, Julia		40.00	40.00	30.00	10.00		50.00
			40.00		30.00		
Dixon							
Dodds							
Donna Duffy				30.00			
Dryden, M					30.00		
Eric							10.00
Gertig	60.00	45.00		60.00	60.00	15.00	
		45.00					
Hedley Bike		80.00					

Jo wreath							
Judith Green				20.00			
Laura Driver							
Myers A							
Over 60s Bingo	80.00		80.00	80.00	39.00	220.00	60.00
						80.00	
One off parties etc							
Piper							
Robertson							
Search/Kirsty		60.00	60.00	75.00	60.00		60.00
Silvia Mather Belly Fit	30.00	30.00	20.00				
Smart dogs		50.00					
Smith Christine							
Sophie Smith Dance		210.00	150.00	320.00	200.00	170.00	
		240.00					
Souter							
Stevens/Choir		40.00	30.00			40.00	40.00
			50.00			40.00	30.00
Stone B							
Streetworx				30.00			
Tango							
UNKNOWN						z	
Tait						40.00	
Thompson				30.00			
WBL art	check 80?		100.00	50.00	100.00		
			148.00				
Widdowson							
Walbottle Res			212.83				
Usher SM (lucy)							
Yoga - Ali		65.00	100.00	129.00	50.00		
Yoga (Pauline							
Younger, Charles							
UNIDENTIFIED							
TRANSFER TO DEPOSIT							
Newcastle CC elections		200.00					

Community Foundation grant

TOTAL INCOME	175.00	1210.46	1070.83	834.00	639.00	715.00	310.00
NET INCOME - EXP	-227.28	581.92	320.88	448.64	221.73	-249.27	-158.21
CHECKS							
Open balance	4910.07	4682.79	5264.71	5585.59	6034.23	6255.96	6006.69
Calculated end balance	4682.79	5264.71	5585.59	6034.23	6255.96	6006.69	5848.48
Actual end balance FROM S	4682.79	5264.71	5585.59	6034.23	6255.96	6006.69	5848.48
Difference	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Monthly Change	-227.28	581.92	320.88	448.64	221.73	-249.27	-158.21
Deposit account interest			24.54			31.61	

November	December	January	February	March	Apr-24		
5848.48	6897.54	6884.40	3779.22	3746.77	3378.52		
31.79	119.82	119.62		171.36	Gas - EDF/BG/Yu	782.05	
				78.62			
23.49	23.49	23.49	23.49	23.49	NCC rent	281.88	
					Electric Opus	1276.64	
43.40	46.16	46.40	58.29	45.68	Electric YU energy	323.38	
45.67	45.67	45.67	45.67	49.10	Talk talk	554.70	
270.00	150.00	150.00	120.00	150.00	Cleaning OS	1390.00	
	80.00	80.00		80.00	IT support	832.00	
						80.00	
45.15		91.00			Consumables	260.93	
					Insurance	96.00	
					Maintenance Kimage	0.00	
					Maintenance Peterlee	128.82	
	36.00			180.00	Maintenance Adv buildin	216.00	
		90.00			Maintenanve Gecko	90.00	
	100.00				Repairs/modifications	398.94	
62.94							
					Coronation celebration	100.00	
		43.00			brown bin charge (Anna)	43.00	
		300.00			WRTA D-Day celebration	300.00	
					Equipment	0.00	
					Total		
522.44	601.14	989.18	247.45	778.25	7154.34	Total	7154.34
						INCOME	INCOME
						Advanced building	0.00
						Amazon	20.46
						Barking mad	0.00
		40.00		40.00		Bowden	440.00
		20.00					
50.00		20.00	40.00			Carr, Julia	350.00
10.00						Dixon	10.00
15.00		20.00				Dodds	35.00
						Donna Duffy	30.00
30.00						Dryden, M	60.00
						Eric	10.00
75.00	75.00						435.00
			90.00			Hedley Bike	170.00

	30.00			Jo wreath	30.00
				Judith Green	20.00
	20.00			Laura Driver	20.00
	50.00			Myers A	50.00
60.00	60.00	60.00		Over 60s Bingo	858.00
		39.00			
		20.00		One off parties etc	20.00
9.00				Piper	9.00
		20.00		Robertson	20.00
75.00		30.00	60.00	Search/Kirsty	480.00
				Silvia Mather Belly Fit	80.00
30.00	10.00			Smart dogs	120.00
	30.00				
15.00					15.00
200.00		130.00	210.00	Sophie Smith Dance	2480.00
240.00		130.00			
280.00					
			30.00		30.00
30.00		10.00	40.00	Stevens/Choir	370.00
		20.00			
				Stone B	0.00
30.00				Streetworx	60.00
		30.00		Tango	30.00
62.50			55.00	Tait	157.50
				Thompson	30.00
200.00	100.00	125.00		WBL art	823.00
				Widdowson	0.00
				Walbottle Res	212.83
30.00					30.00
115.00		75.00		Yoga - Ali	534.00
15.00	75.00	30.00	60.00	Yoga (Pauline	200.00
		20.00			
	138.00				138.00
		-3000.00			-3000.00
					0.00
				Newcastle CC elections	200.00

1571.50	588.00	-2161.00	215.00	410.00
1049.06	-13.14	-3150.18	-32.45	-368.25
5848.48	6897.54	6884.40	3779.22	3746.77
6897.54	6884.40	3734.22	3746.77	3378.52
6897.54	6884.40	3779.22	3746.77	3378.52
0.00	0.00	-45.00	0.00	0.00
1049.06	-13.14	-3105.18	-32.45	-368.25
	41.19			48.70

Community Foundation §	0.00
Check above	5577.79
Check left	5577.79
TOTAL INCOME	
Users	5577.79
Transfer to deposit	3000
Deposit Interest	146.04
TOTAL	8723.83
Average over year excluding transfer	122.37
Total interest	146.04