

# **Walbottle Village Institute**

## **Annual General Meeting**

**02 July 2025**

### **Chairman's Report**

#### **Background**

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 fifth 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**

Once again, the Institute has had a successful year. Our little building is at the centre of the village, both literally and metaphorically. 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.

We will hear from Nick, our treasurer that our finances remain healthy, and the Institute is fulfilling its requirement to be self-sufficient. There has been significant expenditure on maintenance and improvement meaning that expenditure has exceeded income. However, through Nick's careful management, we have a moderate cash reserve for use in case of need of urgent repairs, and for routine maintenance and decoration. The maintenance work we have undertaken illustrates the need to have this capital reserve.

In connection with my previous comments, 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), Wendy Carr (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.

#### **Events Held**

Our Institute is used by the Walbottle Village Choir for its regular rehearsals in preparation for Christmas events on the Village Green.

It is also used as a Polling Station during local and national elections.

There has been much discussion and concern regarding the possible development of a solar farm between Walbottle and Blucher. A meeting was held to discuss this, and concerned residents attended in force.

The Tenants and Residents' Association also uses the Institute for its meetings.

At Christmas, in what has become an annual event arranged in conjunction with Residents' Association the Institute once again opened its doors to the village. On this occasion, Santa asked his assistant Mary Christmas to deputise, and Mary did a grand job. There were refreshments and, on the Village Green, 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**

We have undertaken several projects necessary to ensure the structural integrity of the building. Major projects have been the damp-proofing of the porch and replacement of the flat roof and skylights. The design of the new skylights should reduce condensation and damage to the décor in the passage to the rear entrance. All income generated is used to fund the running of the building.

The work on upgrading of the electricity supply mentioned in my previous report is ongoing. It has proved complicated as the supply coming into the building was antiquated. A new switch was needed to make it possible to replace the consumer unit. This work required PowerGrid to dig up the road and instal the new switch. This is now in place and the work inside the building to reconfigure the supply to the kitchen should happen within the next couple of weeks.

Once again, 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

2 July 2025

24-25 year

	April	May	June	July	Aug
Opening balance	3378.52	4011.63	4275.24	4868.31	5409.23
Gas - EDF/BG	89.50		129.25	17.07	30.66
NCC rent	23.49	23.49	23.49	23.49	23.49
Electric YU energy	37.62	40.82	47.46	36.97	38.02
Daisy	54.18	19.15	31.14	42.55	39.29
Talk talk Blocked July)	49.10	49.10	49.10		
Cleaning OS	150.00	150.00		150.00	150.00
		150.00			
IT support	80.00	80.00	80.00	80.00	80.00
	80.00				
Consumables					
Insurance				96.00	
Maintenance Peterlee		96.83			
NEW PETERLEE ACC					
Maintenanve Gecko					
Repairs/modifications				600.00	
repayment of error					
Capital/major work					
Plants					
 TOTAL	 563.89	 609.39	 360.44	 1046.08	 361.46
 INCOME					
Bowden	50.00	50.00	40.00	40.00	40.00
Brockman		65.00			
Carr, Julia	50.00	40.00	30.00	20.00	40.00
				40.00	
Davies JK					
Dawson H					
Dixon					
Dodds					
Finan HSBC refund Peterlee					
Harvey P					
HSBC INVOICE FINAN					
Jo wreath		30.00			
Over 60s Bingo	80.00		80.00	80.00	80.00
	60.00			39.00	
	80.00			80.00	
Piper	3.00		6.00	3.00	
Rachael McShane		40.00			
Sam Tatit/Allen					
Search/Kirsty	75.00	75.00		60.00	
				120.00	

## Smart dogs

Smith Christine					
Sophie Smith Dance	280.00		200.00	180.00	200.00
				200.00	
				140.00	
Stevens/Choir	40.00	30.00	30.00	40.00	
			40.00	40.00	
Tango		10.00			
Tait			20.00		
WBL art	175.00	125.00		50.00	250.00
		148.00			
Walbottle Residents			462.51		
Yoga - Ali	85.00			195.00	39.00
	39.00				
	75.00				
	45.00				
Yoga (Pauline Gertig)	60.00	60.00	45	60	60.00
UNIDENTIFIED					
TRANSFER TO DEPOSIT					
Newcastle CC elections		200.00		200.00	
Community Foundation grant					
TOTAL EXPENDITURE	563.89	609.39	360.44	1046.08	361.46
TOTAL INCOME	1197.00	873.00	953.51	1587.00	709.00
NET INCOME - EXP	633.11	263.61	593.07	540.92	347.54
CHECKS					
Open balance	3378.52	4011.63	4275.24	4868.31	5409.23
Calculated end balance	4011.63	4275.24	4868.31	5409.23	5756.77
Actual end balance FROM STAT	4011.63	4275.24	4868.31	5409.23	5756.77
Difference	0.00	0.00	0.00	0.00	0.00
Change	633.11	263.61	593.07	540.92	347.54
Change excluding capital exp					
Cumulative change from month to month	633.11	896.72	1489.79	2030.71	2378.25
Capital account					
Start balance	14917.98	14917.98	14917.98	14973.77	14973.77
Interest			55.79		
End balance				14973.77	
diff				0.00	

Sept	October	November	December	January	February	March	Apr-25
5756.77	5696.11	5203.72	5193.97	5918.90	2654.89	2510.13	2672.99
	40.87	82.03	122.65	117.97	128.11	100.93	
23.49	23.49	23.49	23.49	23.49	23.49	23.49	
37.88	303.62	43.12	47.65	46.43	54.60		
39.29	39.29	39.29	39.29	39.29	39.29	42.72	
150.00	150.00	150.00		150.00	150.00	150.00	
	150.00						
80.00	80.00			80.00		320.00	
80.00	152.00						
					199.27		
		96.83		96.83			
				96.83			
	70.00						
		171.82	9.99				
				2920.00			
	55.12						
410.66	1064.39	606.58	243.07	3570.84	594.76	637.14	
10.00	50.00	30.00	40.00	20.00			
	40.00	40.00	40.00		30.00	30.00	
					30.00		
	25.00						
				10.00		10.00	
		15.00	40.00				
		96.83					
		10.00		20.00	30.00	80.00	
				96.85			
80.00	80.00	80.00	110.00	40.00		60.00	
						80.00	
	12.00						
	30.00						
45.00	75.00	45.00	60.00	30.00	45.00	60.00	

					30.00		
		15.00					
	260.00	150.00	150.00	60.00	200.00	180.00	
40.00		40.00	20.00		40.00	40.00	
		30.00					
100.00			125.00			100.00	
			48.00			100.00	
			100.00				
			75.00				
			100.00				
15.00		45.00	60.00	30.00	45.00	60.00	
60.00							
410.66	1064.39	606.58	243.07	3570.84	594.76	637.14	
350.00	572.00	596.83	968.00	306.85	450.00	800.00	
-60.66	-492.39	-9.75	724.93	-3263.99	-144.76	162.86	
5756.77	5696.11	5203.72	5193.97	5918.90	2654.89	2510.13	
5696.11	5203.72	5193.97	5918.90	2654.91	2510.13	2672.99	
5696.11	5203.72	5193.97	5918.90	2654.89	2510.13	2672.99	
0.00	0.00	0.00	0.00	0.02	0.00	0.00	
-60.66	-492.39	-9.75	724.93	-3264.01	-144.76	162.86	
				-344.01			
2317.59	1825.20	1815.45	2540.38	-723.63	-868.39	-705.53	
14973.77	15029.77	15029.77	15029.77	15085.98	15085.98	15085.98	15139.34
56.00			56.21			53.36	
	15029.77			15085.98			15139.34
	0.00			0.00			0.00

Gas - EDF/BG	859.04
NCC rent	281.88
Electric YU ene	734.19
Daisy	464.77
Talk talk Blocke	147.30
Cleaning OS	1800.00

IT support	1272.00
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Consumables	199.27
Insurance	96.00
Maintenance Pe	1239.13
NEW PETERLEE ACC	
Maintenanve Gecko	
Repairs/modifications	
repayment of e	0.00
Capital/major w	2920.00
Plants	55.12

Total above	10068.70
Total left	10068.70

# INCOME INCOME

Bowden	370.00
Brockman	65.00
Carr, Julia	400.00

Davies JK	30.00
	25.00
Dixon	20.00
Dodds	55.00
Finan HSBC refund Peterle	96.83
Harvey P	140.00
HSBC INVOICE FINAN	96.85
Jo wreath	30.00
Over 60s Bingo	1109.00

Piper	24.00
Rachael McShane	40.00
Sam Tatit/Allen	30.00
Search/Kirsty	690.00

Smart dogs	30.00	
Smith Christine	15.00	
Sophie Smith Dance	2200.00	
Stevens/Choir	400.00	
Tango	10.00	
Tait	50.00	
WBL art	1321.00	
Walbottle Residents	462.51	
Yoga - Ali	653.00	
Yoga (Pauline Gertig)	600.00	
	0.00	
Newcastle CC elections	400.00	
Community Foundation gr	0.00	
Check above	9363.19	
Check left	9363.19	0.00

total interest  
221.36



Total income  
9584.55