



**AGM** of the Village Hall held at the Hall.  
on **Monday, 23<sup>rd</sup> October 2023 at 7.00 pm**

**In attendance:** David Neil, Vice Chair, John Hodge Treasurer, Sue McLaney, Secretary, Mike Capper, Paul Nicholson, Charlie Bracher, Daniel Lazar, Sarah Clemens, Sara Cranfield, Heidi Wicken, Janice Hodge, Jenny Beaman, Bobbie Clarke, Ruth Lawrence, Mike Beaman, Terry Pitt.

**Welcome** Vice Chair (in Richard Barrell's absence) welcomed all trustees and members of the public to this AGM.

**Apologies:** Richard Barrell, Sue Nicholson, Duncan Mackinder

**Minutes of AGM:** on 24<sup>th</sup> October 2022 were approved. Vice Chair signed.

**Matters arising:** none.

**Vice Chair's report: David Neill**

The trustees note our thanks to the Parish Councils for their general and financial support to the hall.

In the past year the following events have taken place

Due to ill health, Jill Bellamy resigned as our cleaner/caretaker. Our sincere thanks to Jill. Welcome to Sharon Jones who is doing an excellent job of keeping us clean and tidy. Our thanks to her.

One of the many duties John Hodge has been carrying out for the past few years is booking clerk. These duties are now being ably dealt with by Jon Wells.

The hall committee led by John and Janice ran a table top sale which raised funds for the hall and was well attended. Trustees also ran an Oak Apple Café session with a similar aim.

We achieved a grant from our Parish Council who have agreed to ongoing financial support through the next year.

We have improved the hall heating with 3x3kw heaters now in action. We have also had remote-controlled heating installed. This means that the hall can be pre-heated ahead of a booking and if heating is left on by mistake after a hire session, it can be switched off remotely.

A small working group reviewed the constitution, and updated this.

We were about to review our alcohol licence to apply for off sales to enable the Terrace to be used for consuming alcohol. However the government extended the Covid rules to all alcohol sales continue.

A new hearing loop has been installed thanks to grants kindly donated by National Lottery and Axe Vale Show. Our thanks too to David Neill who clambered in the loft to install cable.

John creates secure storage for Merry Makers alcohol stocks to keep them safer and separate from the other area in the 'sound cupboard'.

Some of the lights in the WC area have been upgraded and our outside lights have been upgraded. The PIR lights were troubling our neighbours at night.

Our sliding door has been given a soft door closure mechanism and a hook to secure it open during events – thanks once more to John. This will help keep us cosier in the winter months.

Draft and sound insulation has been installed on cargo and back doors. And again thanks to John for this work. We have received grant money and some of this was used to purchase the materials. This will help with both sound and heat insulation.

After much success with grants during Covid, we are now experiencing the disappointment of two rejected grant applications. One was to install batteries to store our solar electricity and the other was to install LED lights in the kitchen/committee rooms

Finally, our water softener was professionally replaced and the soggy cupboard repaired (John again!)

### **Investment report:** Charlie Bracher

*Insert CB report when received:*

Risk level 6 is up by 8.7% which is the benchmark. Moderate/medium risk.

The riskier stocks, such as the major technology companies, do provide a greater return currently.

10-year performance = 6%.

Question: Why not put our money into an index tracked fund?

Index trackers, rise and falls in line with the markets. An active management approach means that the fund manager can adjust holding sensitively on a day-to-day level according to the market and predictions.

David reminded trustees that we are the people to decide on the risk level, with advice from Charlie, but the decision must be made by trustees.

Question: Bonds have been performing badly lately, is this a drag on our fund?

Charlie feels that our investment in government gilts is a positive way forward. In a mixed fund this remains a safe option.

Question? Should we be looking at more income rather than capital growth?

Charlie notes, where tax is not relevant to us as a charity, we can use both capital growth and income. Both elements means yield.

Question: why should we invest in equities not cash?

Charlie pointed trustees to graphs (enclosed with minutes), over a long period of time, cash is showing as underperforming compared to equities. Charlie advises, Brewin Dolphin could not manage cash for us to raise the kinds of interest that savings accounts currently do.

David noted that one of our working groups is looking specifically at our financial management and this group may have further questions for Charlie

Trustees gave thanks to Charlie for his time today and his explanations.

### **Treasurer's report: John Hodge**

<b>Budget to 30th Sept 2023</b>		<b>Bank reconciliation</b>		
		<b>Expenditure</b>	<b>Income</b>	<b>at Bank</b>
Bank balance 30th September 2022				£5,645
Income from lettings			£4,700	
PV panels generation tariff income			£500	
	Total receipts		£5,200	
Maintenance/Cleaning		£7,500		
Electricity & Water		£1,300		
Insurance/licence fees		£1,200		
	Total payments	£10,000		
Bank balance 30th Sept 2023				£845

<b>Membury Parish Hall</b>				
<b>Treasurer's Report to 30th September 2023</b>		<b>Bank reconciliation</b>		
		<b>Expenditure</b>	<b>Income</b>	<b>at Bank</b>
Bank balance 30th September 2022				£5,645
Income from lettings			£4,773	
PV panels generation tariff income			£653	
Donations - Parish Council			£2,000	
Donations - other			£1,807	
Grants received			£1,500	
	Total receipts		£10,733	
Maintenance/Cleaning		£6,195		
Electricity & Water		£1,289		
Insurance/licence fees		£1,056		
	Total payments	£8,540		
Bank balance 30th September 2023				£7,838
Note the Bank Balance includes £323 grant monies which must to be spent on Acoustic improvements.				

*See also appended items: June, July, August 2023 bank statements, 'ledger', 'Comparative figures', and 'donations'.*

Question: Does the hall need to have a Public Recording Rights (PRS) licence? Or should it be the MMs or the hirer wanting to play music? This is a matter to be considered.

*John later noted that due to Richard's ill health S4YHis being cancelled until March and will knock the lettings fees down by about £400.*

**Statement from retiring Chair and Trustee Richard Barrell**  
**Secretary read Richard's statement:**

**To all Trustees past and present.**

As you will be aware I am stepping down as Chair and resigning from the Hall Trustees. This is due to my recent health problem.

This would have been my tenth AGM, and I am sorry not to see the change in the financial arrangements for the Hall funding to conclusion. I am sure though that things are in good hands.

I would like to thank all those who have been involved with the efficient running of the hall over the past nine years, especially the officers who have supported this over the years. Especially I would like to thank Sue McLaney as the current secretary and John Hodge the current Treasurer for their excellent management and help in updating the Hall to approach a more efficient and modern building. Their diligence in securing grants post Covid has been superb, obtaining funds from the National Lottery, EDDC and others to allow the development of The Terrace and replacing the high-power consumption lighting plus numerous other grants.

I must also mention the MerryMakers and others who helped fund the new sound system, the hearing loop and projector.

I would like to propose David Neill as Chair in my stead as with his great business experience and financial acumen I'm sure he will steer the funding revision process through to a successful conclusion and I look forward to visiting the Hall for the wonderful events that you all produce.

Thank you all once again. Richard.

Oh, and I'd still love to see some new curtains in the not too distant future!

David offered his grateful thanks to Sue M as Secretary for ensuring we keep on track with admin and with the needs of the Charity Commission.

And special thanks to John, who is stepping down after 6 years as a valued trustee and our treasurer. But John has done so much more in terms of improving the hall with his DIY skills and all the other tasks he has done for the hall and committee.

David notes that he has been in regular touch with Richard, and he will be sending him a letter of thanks for his service to the village hall committee and wishing him well.

**Committee: to note the Nominated Trustees and resignations:**

- History Society: Mike Capper
- Flower Show: Daniel Lazar
- Merry Makers: Sue Nicholson
- Church Council: Ceasing to provide a trustee representative.
- Short Mat Bowls: Duncan Mackinder
- Arts & Crafts: Ceasing to provide a trustee representative.
- Badminton Club: Ruth Lawrence Foster
- Parish Council: Paul Nicholson
- Oak Apple Café: Bobbie Clarke
- School: Heidi Wickens
- Village reps: Jenny Beaman, Sue McLaney, and David Neill

Trustees approved all those trustees standing for a further year.

The Committee noted those unable to continue as Trustees: Richard Barrell, John Hodge, Sarah Clemens, Sara Cranfield, and Janice Hodge, sending farewell and thanks for their service over the past years.

**Committee to particularly note the resignation as Trustee and Chair, Richard Barrell**

**Committee to particularly note the resignation of Trustee and Treasurer, John Hodge.** (see above)

**Committee to nominate Bobbie Clarke as Trustee and representative for Oak Apple Café.**

Paul nominated, Mike Capper seconded, all approved.

**Committee: to elect up to 6 committee members as village representatives. The following have indicated that they are prepared to be nominated or re-nominated:**

- David Neill (Vice Chair): renominated.
- Sue McLaney (Secretary): renominated.
- Jenny Beaman: renominated.

All trustees approved.

**Village Hall working group**

David gave an update on the working groups which have been convened to look at developing a strategy for managing the hall and the hall's finances and legacy. These working groups are looking at our history, looking at the way other similar community halls are managed, and exploring if there are any better ways that we can manage our vital village resource.

The working group has been divided into work stream looking at:

hire rates and income streams, carrying out a benchmarking exercise looking at other halls' fees and their management structures. This is led by Bobbie and Jenny.

Sue N and Ruth are leading on our management and our long term objectives for the hall and consider things with fresh eyes. Once more the constitution is being considered to see if this could be changed further.

Paul and Duncan are looking at the financial management of the hall including how the Henniker legacy is used.

The idea is to give some fresh ideas and thoughts to the way the hall is being managed.

A second working group meeting was held earlier this evening. The group agreed their work streams, and their own ways forward. Each work stream will report back at the end of December with the key issues identified. A final report will be ready in January for the committee to consider. This will include whether the current committee arrangement is the best way for us.

The work group members meet every three weeks to exchange and share ideas amongst the three workstreams and their findings.

Any Other Business: None

**Date of next AGM 7pm on Monday 21<sup>st</sup> October 2024.**

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## MEMBURY PARISH HALL

### Note for TAR 2022/23

These end of year accounts have not been audited. 2021/22 accounts were examined by an independent person.

Our 2023/24 accounts will be audited.

Our committee has changed significant personnel including Chair and Treasurer at our 2023 AGM. This issue will be corrected for this financial year.

Sue McLaney

Secretary to Trustees.