

Bishop Middleham Village Hall
Annual General Meeting
04 October 2022, 6pm

Present.

Trustees:

Jane Brownlee (Chair), Sarah Oakley (Treasurer), Carolyn Waterworth, Jane Dove.

Administrator:

Ian Spokes

Representatives of user groups:

Pauline Gerighty (Carpet Bowls, Horticultural Society, WI), Carolyn Waterworth (Book Group), Janet Deane (BALM, St. Michael's Church), Elaine Peeke, Jonathan Burrows

Apologies:

Yvonne Houston

1. **Minutes of 2021 AGM** read and accepted.
2. **Treasurer Report and Accounts.** As presented by the Treasurer.

During 2020 and 2021, the Hall received £17000 from Durham County Council to assist with keeping the hall going during the Covid lockdowns. In 2021 we successfully bid for £25000 to refurbish and upgrade the toilets and we also received a grant from the National Lottery for a part time administrator. A further £3000 was awarded to the hall from the County Councillor for our area and £11800 was provided by the Parish Council. The Village Hall Lottery has continued to be a small but significant fundraiser, with, on average, 20 people regularly contributing their £2 a month.

This funding has been spent on running costs and carrying out essential work to the hall; decorating, new electrics, building repairs and a new boiler. The administrator role was to help with the day to day running of the hall and to look at new ways to generate income.

The Financial report for 2021 is summarised below and the full accounts for the year are sent to the Charities Commission where they can be viewed online.

Dawn Proctor audited annual accounts for 2021.

The accounts were signed by CW and JB on behalf of all Trustees.

2021	Opening Balance	Income	Outgoings	Closing Balance
Jan	£ 17,578	£ 10,527	£ 222	£ 27,883
Feb	£ 27,883	£ 716	£ 958	£ 27,641
Mar	£ 27,641	£ 2,225	£ 1,577	£ 28,289
Apr	£ 28,289	£ 8,058	£ 799	£ 35,548
May	£ 35,548	£ 20,033	£ 751	£ 54,830
Jun	£ 54,830	£ 188	£ 14,369	£ 40,648
Jul	£ 40,648	£ 10,398	£ 15,431	£ 35,615
Aug	£ 35,615	£ 277	£ 1,124	£ 34,768
Sep	£ 34,768	£ 869	£ 1,370	£ 34,268
Oct	£ 34,268	£ 348	£ 1,953	£ 32,663
Nov	£ 32,663	£ 1,512	£ 1,028	£ 33,146
Dec	£ 33,146	£ 3,370	£ 2,590	£ 33,926
2021 Total		£ 58,521	£ 42,173	

3. Group reports.

***WI; Pauline Gerighty**

The group meets every 3rd Tuesday of the month and welcomes approximately 20 members.

***Bowls; Pauline Gerighty**

Carpet Bowls meet every Friday and usually turn out 2 teams. The group have agreed not to join the league and will therefore not need the Hall on a Friday evening.

***Book Club; Carolyn Waterworth**

The group meets every 3rd Sunday of the month and have welcomed a number of new people to the group, totalling 18 members. Books are provided by the local library.

***Horticultural Society; Sarah Oakley**

The recent show saw more people entering than any previous year with an increase in children's entries. The society meet 6 times a year and the show is hosted on the first weekend in September.

***BALM; Janet Deane**

The group has been meeting for 6 years now. A recent celebration event raised money for the Village Hall and the Church.

***St Michael's Church; Janet Deane**

The church was grateful to host Sunday service within the Hall during winter months whilst the church boiler was broken.

Chair's report.

I've been looking back at the Chair's report from last year. Carolyn was Chair then of course and her opening sentence was this:

"The Hall remains the heart of our community and it would be a great loss if we were to lose it."

Well, where to start?

You will recall that at the time we had been forced, under covid restrictions, to close and there were all kinds of concerns around that, making closure a real possibility.

However, this forced closure enabled us to get some much-needed updates into place and we have, in the last year had a new boiler installed, which will make our heating system a lot more efficient this winter. We have also improved the drainage and hopefully stopped the ingress of rain water from flooding the building as it has in the past.

We were fortunate enough to enlist the help of some volunteers - namely the Burrows family - to decorate this room, spending hours sanding, cleaning and painting to make it in to the modern, attractive space that it is today. Also, thanks to a generous donation by our County Councillor, Elaine Peeke, we were able to employ a professional company to paint the main hall.

The Parish Council kindly bought us the television set you see behind me, getting it installed just in time to watch the Queen's Jubilee Celebration on the big screen.

So to all those people, from the bottom of my heart, I would like to express a very sincere
THANK YOU!

Of course, perhaps the single most important thing we did this year was to employ Ian Spokes, our part-time administrator. To call him part-time is actually to do him a disservice as we PAY him in part time capacity, but in fact he does virtually a full-time job. He has worked tirelessly and continues to do so to get the organisation up and running smoothly by updating our website and booking system, making it much easier to contact us. He has introduced our highly successful Friday Night Live music evenings and so much more.

I can't finish without saying a huge thank you to my fellow Trustees, especially Sarah and Jane, who have come to meetings and worked hard when they really felt like sitting in after work.

We have another big and exciting project coming up soon too, but you'll have to wait for that one!

So no, we're not going to lose the hall, we're going to go on from strength to strength and if you, or anyone you know might be interested in joining us, we'd be delighted to have you on board. Please come and join us. It's fun and it's rewarding to be able to make a real difference to our community.

Oh, and one more thing, I've been with our solicitor this afternoon and we've renewed the lease until 2052. So we need people to take it forward for the next thirty years!

Jane Brownlee; Chair

Administrator's Report.

On November 2nd last year I took up the role of Administrator for 6 months. That was extended for a further 6 months on 01 May.

Prior to joining I had been impressed by the funds raised a year or two earlier and for the development work done – notably rebuilding toilets and kitchen area – so it was clear to me that the committee meant business, which is good.

However working for a group that only meets once a month is very difficult. Everything is of course new. To that extent I therefore had to set out my own agenda and do what I thought was important.

Whilst BMVH is a charity, the key thing for me was to adopt a more business like approach and attempt to consistently generate an operating surplus – however small.

I first looked at some basics such as:

Website – the latest news was that the new toilets are ready, posted in July 2021. We upgraded the website, making it simple to maintain for us (without news- that goes on Facebook) and simple for our visitors to navigate. We also truncated our titles – we use BMVH on our logo and when we refer to ourselves and have truncated our email addresses.

We have also changed our booking software to an easier system to use for hirers and us. The groups we have regularly hiring our hall and meeting rooms are very, very important to us and we thank you for your continued business. But please add your invoice number as a reference when you pay us!

These functional changes make us more up to date and we will be taken more seriously, but the real challenge is to develop other activities to generate income on a larger scale. This has given rise to Friday Night Live which saw its third show on Friday. The people of Bishop Middleham seem to like these events - during and after Friday's show I had 3 groups of ladies as me when the next show is coming up. In fact we have one on 18 November and 9 December and they should be on our website tomorrow.

If you want to see Bishop Middleham having fun, take a look at our Facebook page.

Alongside the introduction of a programme of entertainment, we have added a bar facility, the ability to book online and pay by card, all keeping us up to date.

It will not be long before we can justify a village flyer that we can distribute to everyone and I am working on this now.

We're now on the move. We are learning and getting better at what we do.

I envisage more and different types of entertainment dates – at least two a month – and I think we will need to raise a troop of BMVH friends to help with this expansion.

Finally, I would like to thank everyone on the committee for allowing me a fairly long leash and for being such a wonderful group of ladies to work with – I have enjoyed it.

Ian Spokes; Administrator

Trustee Roles

JB will continue in the post of Chair.

SO will continue in the post of Treasurer.

A.O.B.

Most recent Friday Night Live event made approx £545, with £370 coming from bar sales.

The lottery programme has brought in an average of approximately £50 per month in regular payments.

A discussion was had over whether an electric piano would be a useful asset. Janet Deane has been gifted 2 speakers for either the Village Hall or Church. JB agreed to explore their suitability on behalf of the Hall.

The Village Hall committee expressed many thanks to the Burrow's family for their continued support.

End of meeting 7.00pm

CHAIR.

BISHOP MIDDLEHAM VILLAGE HALL TRUSTEES

6th October 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Bishop Middleham Village Hall CIO

No (if any)
1174380

Receipts and payments accounts

CC16a

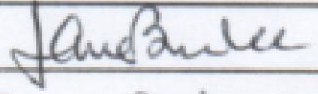
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For the period from	Period start date 01-Jan-21	To	Period end date 31-Dec-21
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	17,042	38,500	-	55,542	31,903
Room Hire	2,290	-	-	2,290	2,130
Donations	443	-	-	443	11,920
Lottery	619	-	-	619	366
Income	379	-	-	379	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	20,773	38,500	-	59,273	46,319
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	20,773	38,500	-	59,273	46,319
A3 Payments					
Buildings and Maintenance	3,616	27,673	-	31,289	23,199
Expenses	4,926	786	-	5,712	3,888
Utilities	2,652	-	-	2,652	2,503
Insurance	1,273	-	-	1,273	608
Lottery	206	-	-	206	82
Fees	592	-	-	592	110
wages	-	1,200	-	1,200	-
bad debts	751.37	-	-	751	-
	-	-	-	-	-
Sub total	14,016	29,659	-	43,675	30,390
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	14,016	29,659	-	43,675	30,390
Net of receipts/(payments)	6,757	8,841	-	15,598	15,929
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	10,678	6,901	-	17,579	10,678
Cash funds this year end	17,435	15,742	-	33,177	26,607

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank	17,435	15,742	-
			-	-
		-	-	-
	Total cash funds	17,435	15,742	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		JANE BROWNLEE	4/10/22	
	C.S. Waterworth	CAROLYN WATERWORTH	4.10.22	

3/8/22