

WATERMILLOCK VILLAGE HALL

**Minutes of Committee (linked to AGM) held prior and subsequent to the AGM, Tuesday 29<sup>th</sup> September 2020 held in the Village hall with Covid secure arrangements and via Zoom**

**PRESENT:** Margaret Brown (MB Chair), Eileen McLean (EM Minutes) Jane Shaw (JS), Chris Gaskell (CG), Richard Lloyd (RL, Treasurer), Claire Beaumont (CB), David Brown (DB, Booking Clerk), Daniel Holder (DH), Jane Petrie (JP), Ben Shaw (BS), Sarah Gardner (SG)

**1. APOLOGIES:** Sarah Lightburn (Resigned), Sarah Parker (Caretaker)

| No. | Item   | Action          |
|-----|--|-----------------|
| 2.  | <b>Minutes of the Previous Meeting</b><br><br>The minutes of the previous meeting were accepted as a true and accurate account and signed by the Chair.  |                 |
| 3.  | <b>Accounts</b><br>RL presented the annual accounts which were as at 31.12.2019 and unanimously approved to go forward to AGM. End of Year assests £28106.44. Current assets £35,444.93.<br>Proposed RL, Seconded EM.<br>Currently finances are in a good position due in part to the £10,000 Covid grant. RHI is less this year – with less heating during closure this will reduce but so will pellet use. Wages higher this year. | <b>APPROVED</b> |
| 4.  | <b>Nominations to Committee:</b><br>Sarah Gardener, Ben Shaw.<br>Stephen Parker unable to join at present.<br>Ben Shaw was unanimously approved as Secretary.<br>David Brown will act as Chair until April 1 <sup>st</sup> 2021, when Chris Gaskell will become Chair – approved by all.   | <b>APPROVED</b> |
| 5.  | Thanks to retiring committee members;<br>Very Grateful thanks were given to Margaret Brown who retires from the committee after many years of supporting the village hall.<br>Thanks also to Eileen McLean who retires as secretary and Sarah Lightburn who has resigned. All will continue to support events when these can re-occur.   |                 |
| 6.  | <b>AOB</b><br>a) The carpet and chairs offered by Michael Jones cannot be accepted. DB will relay this and suggest Freegle.<br>b) Online booking to be considered for events in the future – Steve Parker to be consulted<br>c) Ben Shaw will propose a January 2021 date for the next meeting.  |                 |
|     | <b>Final Meeting closed at 8.00pm</b>  |                 |

|   |  |                  |                  |   |                                   |  |           |                  |                   |
|---|--|------------------|------------------|---|-----------------------------------|--|-----------|------------------|-------------------|
| <b>MANAGEMENT SUMMARY</b>                           |  | <b>2020</b>      |                  |   |                                   |  |           |                  |                   |
| <b>Receipts, Payments and Balances Year-to-Date</b> |  |                  |                  |   |                                   |  |           | <b>UPDATED</b>   | <b>31/12/2020</b> |
| <b>Cashflow</b>                                     |  |                  |                  |   | <b>Bank Account Balances</b>      |  |           |                  |                   |
|   |  | [2019]           | £                |   |                                   |  | [2019]    | £                |                   |
| <b>Receipts</b>                                     |  |                  |                  |   | <b>Current account balance</b>    |  |           |                  |                   |
| Hire of Hall  |  | 10,646.90        | 3,020.20         |   | Start of Year                     |  | 3,213.47  | 5,968.06         |                   |
| Donations   |  | 6,553.00         | 11,487.00        |   | Credits                           |  |           | 14,845.60        |                   |
| Interest  |  | 74.32            | 58.52            |   | Debits                            |  |           | (12,141.25)      |                   |
| Events  |  | 4,609.30         | 0.00             |   |                                   |  |           | 8,672.41         |                   |
| RHI   |  | 3,528.36         | 2,491.87         |   | Reconciliation o/s receipts       |  |           | 0.00             |                   |
| Sundries  |  | 0.00             | 464.00           |   | o/s payments                      |  |           | 0.00             |                   |
|   |  |                  |                  |   |                                   |  |           | <b>8,672.41</b>  |                   |
| <b>Total Receipts</b>                               |  | <b>25,411.88</b> | <b>17,521.59</b> |   | <b>Cash in hand</b>               |  |           |                  |                   |
| <b>Expenditure</b>                                  |  |                  |                  |   | Start of Year                     |  | 27.11     | 149.60           |                   |
| Wages   |  | 2,103.19         | 3,041.00         |   | Credits                           |  |           | 125.60           |                   |
| Utilities   |  | 1,656.67         | 1,421.36         |   | Debits                            |  |           | 0.00             |                   |
| R & Maint   |  | 8,822.97         | 3,173.54         |   |                                   |  |           | <b>275.20</b>    |                   |
| Insurance   |  | 1,042.00         | 1,054.51         |   |                                   |  |           |                  |                   |
| Sundries  |  | 2,088.55         | 1,105.51         |   | <b>High Interest Account</b>      |  |           |                  |                   |
| Event costs   |  | 1,507.40         | 21.00            |   | Start of Year                     |  | 11,392.48 | 14,946.38        |                   |
| Wood pellets  |  | 1,761.34         | 2,324.33         |   | Credits                           |  |           | 2,508.13         |                   |
|   |  |                  | --               |   | Debits                            |  |           | 0.00             |                   |
| <b>Total Expenditure</b>                            |  | <b>18,982.12</b> | <b>12,141.25</b> |   | Reconciliation o/s receipts       |  |           | 0.00             |                   |
|   |  |                  |                  |   | o/s cheques                       |  |           | 0.00             |                   |
| <b>Net Cashflow</b>                                 |  | <b>6,429.76</b>  | <b>5,380.34</b>  | * |                                   |  |           | <b>17,454.51</b> |                   |
| <b>Summary</b>                                      |  |                  |                  |   | <b>Affirmative Deposit Fund</b>   |  |           |                  |                   |
| Start of Year (end of 2019)                         |  |                  | 28,106.44        |   | Start of Year                     |  | 6,993.62  | 7,042.40         |                   |
| Credits   |  |                  | 17,521.59        |   | Credits                           |  |           | 42.26            |                   |
| Debits  |  |                  | (12,141.25)      |   | Debits                            |  |           | 0.00             |                   |
| Net Cashflow  |  |                  | 5,380.34         | * |                                   |  |           | <b>7,084.66</b>  |                   |
| Reconciliation                                      |  |                  | 0.00             |   |                                   |  |           |                  |                   |
| <b>Total Funds</b>                                  |  |                  | <b>33,486.78</b> |   | <b>Total of all Bank balances</b> |  |           | <b>33,486.78</b> |                   |