

**Minutes of Watermillock Village Hall CIO AGM held 7.00pm 13th March 2023**

**PRESENT:** Ben Shaw (BS) Minutes)

Jane Shaw (JS) Chair, Richard Lloyd (RL, Treasurer), Claire Beaumont (CB) Booking Clerk.

Jane Petrie (JP) Margaret Brown (MB) Andrew Petrie (AP)

Nick Utting (Land Trustee), Anne Lloyd (Land Trustee) David Cartmel (Land Trustee)

N o.	Item	Action
1.	<b><u>APOLOGIES:</u></b> None received	
2.	<b>Minutes of the 2021 AGM</b>  The minutes of the previous meeting were accepted as a true and accurate account and signed by the Chair. Proposed BS; Seconded NU.	<b>APPROVED</b>
3.	<b>Matters Arising:</b> No Matters arising	
4.	<b>Secretary's Report:</b> Trustees were informed of the offer made by the Committee to MSF in view of the difficulties MSF were having with procuring a Hall near Dockray. Trustees were informed that the offer comprised a sum of capital investment by MSF to extend the Hall to provide extra space for users. WMVH would in exchange be renamed and the new Hall become the responsibility of all the Parish. It was agreed by all Trustees that this was a sensible approach and Trustees were to be informed of any developments.	
5.	<b>Treasurer's Report:</b>	

# WATERMILLOCK VILLAGE HALL ANNUAL GENERAL MEETING

A	B	C	D	E	F	G
<b>MANAGEMENT SUMMARY</b>	<b>2022</b>					
<b>Receipts, Payments and Balances Year-to-Date</b>						
<b>Cashflow</b>					<b>Bank Account Balances</b>	
	2021	£			<b>Charitable Bank Account</b>	
<b>Receipts</b>					Start of Year	
Hire of Hall	8,055.20	11,917.00			Credits	
Donations	16,358.21	371.72			Debits	
Interest	2.58	115.33				
Events	1,530.86	1,283.64			Reconciliation	o/s receipts
RHI	2,602.77	3,054.60				o/s payments
Sundries	0.00	50.00				
<b>Total Receipts</b>	<b>28,549.62</b>	<b>16,792.29</b>			<b>Cash in hand</b>	
<b>Expenditure</b>					Start of Year	
Caretaker		4,104.75			Credits	
Caretaker travel		613.60			Debits	
Cleaning		3,638.84				
Caretaker Purchases		150.92				
Utilities	2,473.23	1,663.00				
R & Maint	3,018.65	2,012.02			<b>Business Money Manager</b>	
Bank charges		68.64			Start of Year	
Insurance	1,099.86	1,165.12			Credits	
Sundries	1,105.21	751.22			Debits	
Event costs	1,237.69	679.62			Reconciliation	o/s receipts
Wood pellets	1,641.05	3,992.86				o/s cheques
<b>Total Expenditure</b>	<b>10,575.69</b>	<b>18,840.59</b>				
<b>Net Cashflow</b>	<b>17,973.93</b>	<b>(2,048.30) *</b>			<b>Affirmative Deposit Fund</b>	
<b>Summary</b>					Start of Year	
Start of Year (end of 2021)		45,484.10			Credits	
					Debits	
Credits		17,152.29				
Debits		(19,200.59)				
Net Cashflow		(2,048.30) *				
Reconciliation		0.00				
<b>Total Funds</b>		<b>43,435.80</b>			<b>Total of all Bank balances</b>	

## RL reported:

Notable changes from 2021 to 2022

Hall Hire up by £3000

Donations down by £16000

RHI rose due to hall being used more

Combined cleaning and caretaking rose by £2380.

Utility costs and maintenance are down.

Utilities have dropped significantly due to changing supplier and also receiving a £500 credit

Event costs dropped by half.

Wood pellets costs have trebled due to price rises.

The net result has been a negative cashflow of minus £2300. But given that we received £16358 of donations last year and only £371 this year, our operating performance is much better this year.

RL stated that finances were secure for the near future.

WATERMILLOCK VILLAGE HALL ANNUAL GENERAL MEETING

	The Treasurer's report and Audited accounts were accepted. Proposed RL, Seconded BS .	
<b>6.</b>	<p><b>Booking Clerk's Report:</b></p> <p>CB reported that over the next period most of the Hall use was with regular bookings : Badminton, Art, Yoga, First Aid, Garden group and Harp.</p> <p>Outside bookings include Marmalade Festival volunteers, a further First Aid group, a Family Gathering, Spring Fair Gardening Group, Burns Night, MGS DofE, Art weekend and Friends of the Ullswater Way.</p> <p>Private bookings in May July and August were confirmed as well as three weekends in Summer 2024.</p> <p>CB reported an increase in interest from wedding parties.</p>	
<b>7.</b>	<p><b>Election of Committee</b></p> <p>It was agreed that the Committee would remain unchanged.</p>	<b>APPROVED</b>
<b>8.</b>	<p><b>Election of Officers</b></p> <p>It was agreed that Officers would remain unchanged.</p>	<b>APPROVED</b>
<b>9</b>	<b>Appointment of Auditors for 2021:</b> RL proposed keeping the same auditors – Compton House Services. Seconded NU	<b>AGREED</b>
<b>10</b>	<p><b>AOB</b></p> <p><b>Nil</b></p> <p><b>Meeting closed 7:30pm</b></p> <p><b>Date of next meeting March 2024 TBC</b></p>	



Receipts																	
Year	2022	Receipts	BANK RECEIPT RECORD														
Date	Received from	Comments		Current a/c		Interest a/c		Deposit a/c	Cash received	Hire of Hall	Donations and Grants	Interest	Events	RHI	Recycling	Sundries	Total
01/07/22	Bar takings		x						53.00				53.00				53.00
01/07/22	Other takins								285.00				285.00				285.00
04/07/22	Cash paid into bank		x	360.00													-
05/07/22	PeoplesFundRaising	Ticket receipts	x	85.99									85.99				85.99
06/07/22	Richard cronshaw	Hall hire	x	400.00						400.00							400.00
08/07/22	Lakes First Aid	Hall hire	x	200.00						200.00							200.00
08/07/22	Lakes First Aid	Hall hire	x	200.00						200.00							200.00
08/07/22	Lakes FA	Hall hire	x	200.00						200.00							200.00
08/07/22	Quin FM. Harp Grp April	Hall hire	x	25.00						25.00							25.00
08/07/22	Quin FM. Harp Grp May	Hall hire	x	25.00						25.00							25.00
08/07/22	Quin FM. Harp Grp June	Hall hire	x	16.00						16.00							16.00
08/07/22	Quin FM. Harp Grp July	Hall hire	x	16.00						16.00							16.00
11/07/22	Friends of Ullswater way	Hall hire	x	25.00						25.00							25.00
14/07/22	Keithly DM	Hall hire	x	100.00						100.00							100.00
21/07/22	Peoples fundraising	Donation	x	28.58							28.58						28.58
29/07/22	Ofgem	RHI	x			753.02								753.02			753.02
30/07/22	JM Shaw	Hall hire	x	132.00						132.00							132.00
30/07/22	JM Shaw	yoga donation	x	25.90							25.90						25.90
31/07/22	Epworth interest							6.48				6.48					6.48
26/08/22	St John Rigby Co	Hall hire	x	265.00						265.00							265.00
31/08/22	Epworth interest							8.10				8.10					8.10
03/09/22	Interest		x			5.64						5.64					5.64
14/09/22	Mike Parsons	Hall hire	x	110.00						110.00							110.00
20/09/22	Reflexion Care Group	Hall hire	x	280.00						280.00							280.00
26/09/22	Peoples fundraising	Donation	x	24.01							24.01						24.01
03/09/22	Epworth interest		x					9.80				9.80					9.80
24/09/22	Bar cash Harvest Hop								232.00				232.00				232.00
24/09/22	Cash ticket sales								30.00				30.00				30.00
06/10/22	Peoples fundraising		x	134.45							134.45						134.45
10/10/22	FOUW	Hall hire, 2 invoices @£25	x	50.00						50.00							50.00
11/10/22	Bolton School	Hall hire	x	400.00						400.00							400.00
12/10/22	WAMgg	Hall hire	x	100.00						100.00							100.00
21/10/22	Ofgem RHI		x			435.13								435.13			435.13
24/10/22	Peoples fundraising	Donation	x	28.78							28.78						28.78
25/10/22	Watermillock Painting group	Hall hire	x	96.00						96.00							96.00
29/10/22	Cash from Harvest Hop								169.30				169.30				169.30
31/10/22	Epworth Interest							12.20				12.20					12.20
01/11/22	A Gates	Hall hire Inv 363	x	110.00						110.00							110.00
07/11/22	Margaret Brown	Hall hire		100.00						100.00							100.00
17/11/22	Mike Parsons	Hall hire	x	110.00						110.00							110.00
17/11/22	Lakes First Aid	Hall hire	x	200.00						200.00							200.00
23/11/22	P Goodman Badminton	Hall hire	x	150.00						150.00							150.00
24/11/22	MPC	Hall hire	x	25.00						25.00							25.00
24/11/22	K Williamson	Chair hire	x	20.00												20.00	20.00
30/11/22	Epworth Interest		x					14.58				14.58					14.58
02/12/22	Manchester Grammar	Hall hire	x	100.00						100.00							100.00
03/12/22	Interest		x			24.42						24.42					24.42
04/12/22	Harps NW	Hall hire	x	48.00						48.00							48.00
04/12/22	AW & JP Petrie	Craft Fair proceeds	x	307.80									307.80				307.80
05/12/22	Helm S&C	Hall hire	x	20.00						20.00							20.00
06/12/22	Godden Mr & A	Hall hire	x	110.00						110.00							110.00
06/12/22	Watermillock Paint group	Hall hire	x	336.00						336.00							336.00
22/12/22	Lakes First Aid	Hall hire	x	100.00						100.00							100.00

Receipts																	
Year	2022	Receipts	BANK RECEIPT RECORD														
Date	Received from	Comments	x	Current a/c	x	Interest a/c	x	Deposit a/c	Cash received	Hire of Hall	Donations and Grants	Interest	Events	RHI	Recycling	Sundries	Total
22/12/22	Lakes First aid	Hall hire	x	300.00						300.00							300.00
31/12/22	Epworth Interest							16.95				16.95					16.95
																	-
																	-
	Totals			13,193.06		3,087.85		82.08	789.30	11,917.00	371.72	115.33	1,283.64	3,054.60	-	50.00	16,792.29

Payments.																							
Year	2022	Payments	BANK PAYMENT RECORD																				
Date	Payment to	Comments	x	Cheque / debit	Current a/c	x	Interest a/c	x	Deposit a/c	Cash paid	Caretaking	Caretaker travel	Cleaning	Caretaker Purchases	Utilities	R & Maint	Bank Charges	Insurance	Sundries	Wood pellets	Event costs	Capital	Total
			x																				
08/01/22	LW Taylor	Hedge trimming	x	BP	109.50											109.50							109.50
18/01/22	Sarah Brough	Caretaker	x	BP	267.20						267.20												267.20
24/01/22	HSBC	Bank charges	x	DR	5.80												5.80						5.80
28/01/22	XLN Telecom	Broadband	x	DD	69.53										69.53								69.53
31/01/22	Westmorland Fire	T/A Anderstore	x	BP	263.25											263.25							263.25
																							-
07/02/22	Sarah Brough	Caretaker	x	BP	383.14						304.00	64.80		14.34									383.14
07/02/22	Andrew Brisco	Cleaning	x	BP	294.00								294.00										294.00
14/02/22	Beacon Fire Protection	Fire alarm maintenance	x	BP	114.00											114.00							114.00
16/02/22	Westmorland Fire	Electrical maintenance	x	BP	53.36											53.36							53.36
18/02/22	Bank charges		x	DR	5.80												5.80						5.80
28/02/22	XLN Telecom	Broadband	x	DD	69.53										69.53								69.53
																							-
01/03/22	Andrew Briscoe	Hall cleaning	x	BP	294.00								294.00										294.00
01/03/22	Andrew Briscoe	Hall cleaning	x	BP	386.94								386.94										386.94
01/03/22	Beacon Fire Protection	Box Legend Emergency Light	x	BP	96.00											96.00							96.00
07/03/22	Southern Electric	Electricity	x	DD	375.33										375.33								375.33
10/03/22	ICO	Data protection	x	DD	35.00														35.00				35.00
21/03/22	Sarah Brough	Caretaker	x	BP	284.00						248.00	36.00											284.00
22/03/22	Fingal Wind Ltd	Pellets	x	BP	867.11															867.11			867.11
24/03/22	Bank Charges		x	DR	5.00												5.00						5.00
28/03/22	XLN Telecom	Broadband	x	DD	69.53										69.53								69.53
																							-
04/04/22	Andrew Briscoe	Cleaning	x	BP	367.50								367.50										367.50
04/04/22	Sarah Brough	Caretaking	x	BP	527.16						384.00	57.60	85.56										527.16
19/04/22	Water Plus	First Payment	x	DD	68.13										68.13								68.13
24/04/22	Bank charges		x	DR	5.80												5.80						5.80
29/04/22	XLN	Broadband	x	DD	69.53										69.53								69.53
																							-
03/05/22	Sarah Brough	Caretaker	x	BP	406.60						344.00	57.60		5.00									406.60
09/05/22	Andrew Briscoe	Cleaning	x	BP	314.40								314.40										314.40
15/05/22	Ullswater Association	Subscription	x	BP	125.00														125.00				125.00
16/05/22	Nichola Connel	Deposit refund	x	BP	100.00														100.00				100.00
24/05/22	Bank Charges		x	DR	5.00												5.00						5.00
30/05/22	XLN Telecom	Broadband	x	DD	76.16										76.16								76.16
																							-
04/06/22	Borderbrite	Winow Cleaning	x	BP	50.00								50.00										50.00
04/06/22	Dobinson	Grass cutting	x	BP	48.00											48.00							48.00
10/06/22	P Stock	Deposit refund	x	BP	100.00														100.00				100.00
10/06/22	Drain Doctor	Drain Clearance	x	BP	306.00											306.00							306.00
10/06/22	Sarah Brough	Caretaker	x	BP	477.55						477.55												477.55
24/06/22	HSBC	Bank charges	x	DR	7.00												7.00						7.00
28/06/22	XLN	Broadband	x	DD	76.16										76.16								76.16
																							-
01/07/22	S&J Shaw	Reimburse expenses	x	BP	36.42														36.42				36.42
01/07/22																							-
01/07/22																							-
03/07/22	Swainson & Cowins	Gas Bottle	x	BP	44.00														44.00				44.00
04/07/22		Cash deposited to bank								360.00													-
04/07/22	Andrew Briscoe	Cleaning	x	BP	294.00								294.00										294.00
04/07/22	Jabe Petrie	Reimbursement expenses for event	x	BP	260.15																260.15		260.15
05/07/22	Border Food Machine	Repair oven	x	BP	184.80											184.80							184.80
11/07/22	Andrew Briscoe	Final payment		BP	536.04								536.04										536.04
11/07/22	Southern Electric		x	DD	489.10										489.10								489.10
11/07/22	R Lloyd cash	Reimburse expenses £57.60 & £8								65.60											65.60		65.60
18/07/22	Sarah Brough	Caretaking	x	BP	336.00						336.00												336.00
18/07/22	Sarah Brough	Travel	x	BP	57.60							57.60											57.60
18/07/22	Sarah Brough	purchases	x	BP	26.12									26.12									26.12
18/07/22	Austin Kelso	Boiler repair	x	BP	72.00											72.00							72.00
24/07/22	Bank charges		x	DR	5.00												5.00						5.00
28/07/22	XLN	Broadband	x	DD	76.16										76.16								76.16
																							-
09/08/22	Dobinson	Grass cutting	x	BP	48.00											48.00							48.00
10/08/22	Fingal Wind	Wood pellets	x	BP	985.32															985.32			985.32
11/08/22	Sarah Brough	Caretaking	x	BP	384.00						384.00												384.00
11/08/22	Sarah Brough	Cleaning	x	BP	296.00								296.00										296.00
11/08/22	Sarah Brough	Travel	x	BP	57.60																		57.60
11/08/22	Sarah Brough	Purchases	x	BP	40.26									40.26									40.26
15/08/22	Dobinson	Grass cutting	x	BP	48.00											48.00							48.00
24/08/22	HSBC	Bank charges	x	CHG	6.84												6.84						6.84

Payments																								
Year	2022	Payments	BANK PAYMENT RECORD																					
Date	Payment to	Comments	x	Cheque / debit	Current a/c	x	Interest a/c	x	Deposit a/c	Cash paid	Caretaking	Caretaker travel	Cleaning	Caretaker Purchases	Utilities	R & Maint	Bank Charges	Insurance	Sundries	Wood pellets	Event costs	Capital	Total	
30/08/22	XLN	Broadband	x	DD	76.16										76.16								76.16	
12/09/22	Swainson&Cowins	Gas bottle	x	BP	44.00														44.00				44.00	
16/09/22	D Trelease	VH groundwork	x	BP	85.00											85.00							85.00	
16/09/22	Borderbite	Window cleaning	x	BP	50.00								50.00										50.00	
18/09/22	Sarah Brough	Caretaker, cleaning, travel, purchas	x	BP	496.99						224.00	36.00	232.00	4.99									496.99	
22/09/22	Allied Westminster	Hall insurance	x	BP	1165.12													1,165.12					1,165.12	
24/09/22	Cash to dancer									60.00											60.00		60.00	
24/09/22	Bank charges		x	DR	5.00												5.00						5.00	
28/09/22	XLN	Broadband	x	DD	76.16										76.16								76.16	
01/10/22	S Lightburn	Cleaning	x	BP	45.00								45.00										45.00	
3/10.22	Southern Electric	Electricity	x	DD	300.47										300.47								300.47	
05/10/22	Jane Petrie	Reimbursement	x	BP	178.75														28.00		150.75		178.75	
05/10/22	MCA	Share of Harvest Hop profits	x	BP	113.22																113.22		113.22	
17/10/22	Water Plus		x	DD	68.13										68.13								68.13	
18/10/22	Sarah Brough	caretaker + cleaning	x	BP	644.55						384.00	160.00	50.40	50.15									644.55	
24/10/22	Bank charges		x	DR	5.00												5.00						5.00	
28/10/22	XLN	Broadband	x	DD	76.16										76.16								76.16	
02/11/22	Jane Petrie	Reimbursement ice cream	x	BP	29.90																29.90		29.90	
02/11/22	A Newton	Clean gutters and windows	x	BP	45.00											30.00							45.00	
07/11/22	Sarah Brough	Caretaker, cleaning, travel, purchas	x	BP	596.46						368.00	50.40	168.00	10.06									596.46	
21/11/22	Beacon Fire Protection	Alarm maintenance	x	BP	114.00											114.00							114.00	
24/11/22	Bank charges		x	DR	5.80												5.80						5.80	
28/11/22	Southern electric	CREDIT	x	CR	-525.56									- 525.56								-	525.56	
28/11/22	XLN	Broadband	x	DD	76.16										76.16								76.16	
11/12/22	Sarah Brough	Caretaker	x	BP	580.00						384.00	36.00	160.00										580.00	
19/12/22	Fingal Wind	Part payment	x	BP	1140.43															1,140.43			1,140.43	
22/12/22	Fingal Wind	Part payment	x	BP	1000.00															1,000.00			1,000.00	
23/12/22	Anderstore Ltd AKA	Westmorland Fire	x	BP	440.11											440.11							440.11	
24/12/22	Bank Charges		x	DR	6.60												6.60						6.60	
28/12/22	XLN	Broadband	x	DD	76.16										76.16								76.16	
28/12/22	Hallmaster	Booking Software annual fee	x	BP	238.80														238.80				238.80	
																							-	
																							-	
																							-	
																							-	
	Totals				18714.99		-		-	485.60	4104.75	613.60	3638.84	150.92	1,663.00	2,012.02	68.64	1,165.12	751.22	3,992.86	679.62	-	18,840.59	
	RECONCILIATION	OUTSTANDING AT BANK							-															



**MANAGEMENT SUMMARY****2022****Receipts, Payments and Balances Year-to-Date****Cashflow**

	2021	£
<b>Receipts</b>		
Hire of Hall	8,055.20	11,917.00
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<b>Total Receipts</b>	<b>28,549.62</b>	<b>16,792.29</b>
<b>Expenditure</b>		
Caretaker		4,104.75
Caretaker travel		613.60
Cleaning		3,638.84
Caretaker Purchases		150.92
Utilities	2,473.23	1,663.00
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Sundries	1,105.21	751.22
Event costs	1,237.69	679.62
Wood pellets	1,641.05	3,992.86
		--
<b>Total Expenditure</b>	<b>10,575.69</b>	<b>18,840.59</b>
<b>Net Cashflow</b>	<b>17,973.93</b>	<b>(2,048.30) *</b>

**Summary**

Start of Year (end of 2021)	45,484.10
Credits	17,152.29
Debits	(19,200.59)
Net Cashflow	(2,048.30) *

Reconciliation 0.00

**Total Funds 43,435.80****Bank Account Balances****Charitable Bank Account**

Start of Year	8,672.41	18,254.32
Credits		13,193.06
Debits		(18,714.99)
		12,732.39
Reconciliation o/s receipts		0.00
o/s payments		0.00
		<b>12,732.39</b>

**Cash in hand**

Start of Year	275.20	85.20
Credits		789.30
Debits		(485.60)

**388.90****Business Money Manager**

Start of Year	17,454.51	20,059.19
Credits		3,087.85
Debits		0.00
Reconciliation o/s receipts		0.00
o/s cheques		0.00
		<b>23,147.04</b>

**Affirmative Deposit Fund**

Start of Year	7,084.66	7,085.39
Credits		82.08
Debits		0.00
		<b>7,167.47</b>

**Total of all Bank balances****UPDATED****12/31/2022****45,484.10****43,435.80**



[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]