

ADASTRA HALL HASSOCKS COMMUNITY ASSOCIATION
ANNUAL GENERAL MEETING
TUESDAY 03 SEPTEMBER 2024 - ADASTRA HALL HASSOCKS
MINUTES

Present

Sue Hatton	(SH)	President HCA/Trustee
Stella Jenner	(SJ)	Vice President HCA/Trustee
Chris Hobbs	(CH)	Chair HCA (Trustee)
Debbie Harris	(DH)	Committee Member/Trustee
Carolyn Barton	(CB)	Secretary HCA
David Fennelly	(DF)	Committee Member
Linda Hawkins	(LH)	Committee Member
Barbara O'Rourke	(B'O)	Committee Member/Trustee/WI
Emily Hilson	(EH)	Booking Secretary
Bernard O'Rourke	(B'OR)	Facilities Manager

Marie Fraser	Hassocks, Hurst, Ditchling U3A
Beverley Barrell	Hassocks Circle Dance
David Saunders	Strictly Dance Magic
Ruth Saunders	Strictly Dance Magic
David Farrant	Debonair Dance
Garet Newell	Feldenkrais

9. Adoption of AHHCA accounts: Treasurer's Report. (DH)

Accounts had been circulated all those present (DH) pointed out that the accounts had been 'examined' rather than audited as stated in the minutes of the last AGM. (CB) noted the comment. Future references to the accounts would contain the correct description. (DH) reiterated her comments presented in the Annual General Meeting of HCA.

There being no questions, the accounts were approved and accepted. Proposed (SJ). Seconded (B'OR).

10. Chairman's Report: (CH)

(CH) referred to the report previously circulated to all present.

"2023 - 2024 has been a milestone year for Adastra Hall, with a change in charitable structure, substantial investment in the building and record turnover.

This charity, formed in late 2022, commenced operations in August 2023, with the signing of a new 25 year lease for Adastra Hall from the Parish Council.

In the eyes of our hirers, the transfer was pretty much seamless. Our new charity had inherited a most excellent dowry - a beautiful Hall with many bookings and regular hirers, and ambitious plans for extension and improvement.

The plans focused firstly on the Green Room and toilet block extensions. Amended planning permission for both was granted in October 2023. We then applied for and received grants from Mid Sussex District Council, Hassocks Parish Council, the Bernard Sunley Foundation, and the Ernest Kleinwort Foundation. We also received a substantial donation from a local resident and practical support from South Downs Nurseries. This all followed a competitive tender process run by our appointed Quantity Surveyors. Unfortunately, it became clear quite quickly that we would be unable to afford to complete the Green Room and toilet block projects at the same time. However, due to the level of funding available, work on the Green Room extension commenced in February 2024. This work continued past the end of the financial year, but was practically completed in June 2024. It may be of interest that the total build cost for the Green Room extension alone was way in excess of the original build cost of the Hall 36 years previously.

In addition to this construction work, we were able to replace the tables in the Committee Room, and purchase new tables and chairs for the Green Room late in 2023 - as we were awarded a National Lotteries Community Grant.

Because the Green Room was out of action from the end of February 2024 for four months, we placed a number of our regular bookings within Parish Council facilities. Other groups, such as Short Mat Bowls, were able to move to Thursdays and with some give-and-take, every one of our regular hirers was accommodated to their satisfaction. We thank everyone for their support, patience and understanding during that difficult period. Whilst our bookings had been strong, it was particularly pleasing to see that our regular hirers, who form the solid base on which our Hall runs, remain committed to supporting us. Indeed, during this period we have successfully grown the number of booking events at the Hall to over 1,000 per annum.

Our Short Mat Bowls and Table Tennis groups have new leaders, and their work has served to increase the number of attendees, and subsequent revenue generated for the Hall. We have also this year been gifted two 'new-to-us' short mat bowls mats from Washington Village Hall, and in 2024 we will invest in replacing a number of table tennis tables. Thank you to Heather and Howard, and Anthony, Phil, Martin and Valerie for their work as volunteers to our charity running these sessions.

In October 2023 we revived an event that had fallen by the wayside - 'Hassocks On Show'. Nearly 40 local groups and societies took stands and table space in the Hall on a very wet Saturday and WI sold refreshments. Despite the terrible weather, the event was a great success with large numbers of all ages attending, participants gaining new members and funds being raised for the WI and Teddy Appeal.

Finally, I would like to pay tribute to our committee of 9 Trustees who agreed to stand at the formation of the CIO, and specifically to Debbie as Treasurer and Carolyn as Secretary with responsibility for the maintenance of our building. The 3 of us, delegated by the Trustees, along with our paid staff carry the day - to - day responsibility for the Hall's operations and we are constantly working together to sort out operational issues."

There being no questions, the report was approved and accepted. Proposed (B'OR). Seconded (DF).

11. Appointment of auditor (DH)

Richard Wolff had been acting voluntarily as Adastra Hall's accountant for many years. His reappointment was unanimously approved. Proposed (DH). Seconded (LH).

12. Appointment of Chair, Vice-Chair, Secretary and Treasurer

(CH) Chair; (SJ) Vice Chair; (CB) Secretary and (DH) Treasurer were all willing to stand again as officers.

All were voted en bloc back onto the committee in their respective roles. Proposed (B'OR); seconded (DF).

13. Election of committee:

All existing committee members expressed their agreement to stand for another year. All were voted en bloc back onto the committee for another year. Proposed (DH). Seconded (CH),

14. Items from the floor:

David Farrant (DF) of Debonaire Dance brought up the subject of hirer risk assessments which had been asked for recently as part of an imperative from the charity's insurance brokers. (DF) queried the need for one and also stated that as his group was non profit making it should be exempted. However (CH) explained that it was essential for each hirer to draft a simple but accurate RA as a requirement of the insurers. This would then be held on file by AHHCA. (DF) also pointed out that the Hall's website was not up to date and did not show the existence of a recent Fire Risk Assessment. The last FRA of which (DF) was aware was one compiled by him a number of years ago and related to the Green Room (GR) in its old format, before extension work. He asserted that lack of an up to date FRA posed a considerable risk and should be rectified. (CB) explained that a new FRA had been commissioned which included the recently completed (GR). She added that the entire premises including the (GR) had also been the subject of a West Sussex Fire Brigade inspection recently and only minor points were reported back from them as recommendations. The new FRA would be uploaded to the website shortly.

15. Any Other Business:

None.

The Chairman thanked everyone for coming and closed the meeting at 7.45pm

ADASTRA HALL RECEIPTS AND PAYMENTS FOR YEAR TO 31ST MARCH 2024

Item	All Accounts as at 31/03/24	HCA as at 30/06/23	AHHCA as at 31/03/24	as at 31/03/23
RECEIPTS				
Hall Hire	48,440.63	7,595.00	40,845.63	41,818.00
Grants/Donation (HCA)	172,566.72	31,528.00		1,449.38
Grants/Donation (AHHCA)			141,038.72	
Table Tennis, Short Mat Bowls	6,069.79	545.27	5,524.52	5,821.37
Hire of Lights, PA, Piano etc.	1,180.00	175.00	1,005.00	1,380.00
Other receipts	4,189.23	150.00	4,039.23	1,157.50
Interest	855.26	0.00	855.26	
Transfer				15,785.25
Total Receipts	233,301.63	39,993.27	193,308.36	67,411.50
PAYMENTS				
Wages inc window cleaner	7,905.00	1,775.00	6,130.00	8,021.50
Cleaning Materials	1,810.33	317.00	1,493.33	1,306.51
Waste	1,675.18	1,675.18	0.00	821.70
Booking Secretary	6,952.93	1,560.00	5,392.93	7,700.00
Locking Up	60.00		60.00	200.00
Premises and Music Licence	1,260.76		1,260.76	1,368.79
Insurance	2,095.82	207.20	1,888.62	1,706.04
Electricity	2,597.07	1,217.94	1,379.13	3,836.62
Gas	2,631.62	491.65	2,139.97	3,689.64
BT/WiFi	526.55	122.22	404.33	546.04
Water/Sewerage	630.55		630.55	1,462.18
Maintenance	6,782.95	1,102.29	5,680.66	6,744.00
Hall improvements 22/23				35,257.37
Hearing Loop	1,187.22	1,187.22		
Security Strike Plate	491.46	491.46		
Solar Panels	25,710.71	25,710.71		12,848.44
Solar Batteries	12,834.00	12,834.00		
Green Room extension	108,305.95		108,305.95	4,785.00
Green Room Furnishing	6,874.08		6,874.08	6,276.16
Booking Secretary Expenses	165.53	165.53	0.00	137.32
Various Misc Exps	487.47	487.47		4,803.07
Total Payments	190,985.18	49,344.87	141,640.31	101,510.38
Profit for the year	42,316.45	(9,351.60)	51,668.05	(34,098.88)
Opening Bank Balances	42,205.55	42,205.55		76,024.00
Transfer from HCA to AHHCA		(30,278.00)	30,278.00	
Barclays transfer to Virgin			3,575.95	
Prior year cheques	1,000.00	1,000.00	0.00	0.00
Closing balance	85,522.00	3,575.95	85,522.00	42,205.55
Made up of				
Closing Bank Balance per Barclays	252.00	3,575.95	252.00	
Closing Bank Balance per Virgin	85,270.00	0.00	85,270.00	42,205.55
HCA				
TWG	250			
John Gargett estate	1000			
LoCase (Solar)	20000			
ACRE	10278			
AHHCA				
C Hobbs	150			
Lottery	9135			
Anon Donation	12500			
Ernest Klein	6000			
MSDC 1st	5333.52			
Bernard Sunley	15000			
Hassocks PC	30000			
MSDC 2&3	62920.2			

Independent Examiners comments

I have examined the accounts for Hassocks Community Association and Adastra Hall Hassocks Community Association and can confirm that the Receipts and Payments listed above accurately represents the transactions for the year ended 31 March 2024.

Richard Wolff ACMA

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