

**ROCK VILLAGE HALL AND MILLENNIUM GREEN  
ANNUAL GENERAL MEETING FOR YEAR TO OCTOBER 2020  
Friday 25th June 2021, 7.30pm, on-line using Zoom**

**MINUTES**

**Present:** 15, including 11 committee members and 4 others (Sally and Robert Blowing and Chris and Jackie Osborn).

**Opening remarks/ welcome:**

The 2020-2021 chairman, David Griffiths, welcomed all attending. The meeting had been postponed from November 2020 because of the Covid pandemic and was being held on-line in view of current Government restrictions on gatherings in relation to the pandemic. The chairman invited comments on the reports for the year to October 2020, included in these minutes, being the secretary's (including the wildlife group), treasurer's and chairman's. These had been circulated by email before the meeting.

**Apologies for absence:**

Apologies were received from Steve Wightman, Peter Siviter, Ann Emmings and Len Pitman, all members of the committee, and local resident Julie Prior.

**Minutes from previous year's AGM on 25<sup>th</sup> October 2019:**

These had been read by all attending and were accepted as a true record by those attending.

**Matters Arising from the 2019 minutes:**

There were none.

**Secretary's Report:**

The secretary, Richard Hall, had prepared a report, as set out below, on matters of significance during the year. It also included a report on the wildlife group:-

**Committee**

*As noted in the chairman's report this has been an unusual year, with the hall closed for floor repairs from October 2019 to March and from March to August by the Covid-19 pandemic. The committee has 18 members\* - see footnote - (20 until the resignation of Sally and Robert Blowing in June, who are thanked for their valuable contributions) and we have a new member, David Elliott. There have been 11 monthly meetings in the last year (October – October inclusive), as there were no meetings in November and December due to the floor repair closure. The monthly meetings have, on average, been attended by 13.5 members or about 70% of the membership, compared with 75% last year. 4 meetings, March to June, had to be held on-line using Zoom (which some members were unable to access) because of the Covid-19 lockdown. Bob Marriott has served as chairman, Barry Merchant has served as treasurer and Richard Hall as secretary.*

**Events held since the 2019 AGM**

*Regrettably all planned village hall events (except for the Bingo night and Children's Christmas party held at Clows Top VH) and private hires of the hall have been cancelled due to the closures for the reasons above.*

*Some regular users were able to re-start activities from August with special measures and risk assessments to limit spread of Covid-19, including the bridge club, short mat bowls, Zumba, pilates, yoga and dance groups.*

**Village Hall website and Facebook page**

*The website [www.rockvillagehall.co.uk](http://www.rockvillagehall.co.uk) continues to be well used, allowing everyone to see what events are on and when the hall is available to be booked as well as hosting useful local adverts. The Facebook page is also a useful source of information.*

**Maintenance and repairs**



*Building sub-committee members David Hall, Richard Hall, David Griffiths, Ian Wilson and Robert Blowing (until his resignation) have continued organising and carrying out routine maintenance and improvements. The pond has been drained, the drive improved and plans agreed, with help from Len Pitman, for replacing the patio in late October/November. David, David and Richard, as our "client representatives", liaised with the project manager, the contractors and our insurers during the floor repairs.*

### **Wildlife Group**

*Volunteers from the wildlife group met on the Green early in the year to dig over the flower beds along the drive, and were pleased to find the soil getting easier to work with fewer weeds. It was agreed that we would plant three quarters of the beds with flowering annuals, chosen to be attractive to pollinators and grown as plug plants. Robert Blowing looked after the remaining quarter, which had been planted with native wildflowers from seed.*

*By planting time in May, we were in the first Coronavirus lockdown period, and a few of us worked spaced out to plant up the beds with the plug plants. Other plants were donated and planted by villagers and Bob added the sunflowers that had been grown from seed by the toddler group. Bob watered the plants while they were small and by the summer we had a good display of flowers. The orchard corner did well, with bulbs coming up in spring and the trees bearing fruit in summer.*

*The hedge was getting overgrown and beginning to encroach on the space so it was cut back, with Len doing some of it by hand where the tractor couldn't reach. The original compost bins had disintegrated so they were dismantled and cleared and Len built a smart new bin using timber saved from the decking. Lastly, the boughs cut from the oak tree were chipped and the chippings used as mulch around the trees.*

*The green was used extensively this year, perhaps more than in a normal year and we hope that our efforts have benefitted both people and wildlife.*

*Katherine Thornton 27/11/2020*

### **Membership**

*\*The current committee members are:- Keith Brown, Henk Buzink, Fran Cratchley, Ann Emmings, Ben Goater, David Griffiths, David Hall, Necia Hall, Richard Hall, Susan Hopkins, Bob Marriott, Chris Marriott, Barry Merchant, Len Pitman, Peter Siviter, Kath Thornton, Steve Wightman, Ian Wilson.*

There were no comments from those attending the meeting on the Secretary's report.

### **Treasurer's Report:**

The treasurer, Barry Merchant, had prepared a report which is attached to these minutes. There were no comments on the report from those attending the meeting.

### **Chairman's Report:**

The chairman in 2020, Bob Marriott, had prepare a report, as set out below:-

*This has been an unusual year to say the least, first with closure of the hall for repairs to the floor and then all the problems associated with the Covid-19 pandemic.*

*The year started in October last year with the closure of the hall for building work to re-instate and stabilise the floor which had been affected for a number of years by subsidence. This work was covered by our insurance. This was a large project which took until March/April this year to complete. I would like to thank our building sub committee, David Hall, Dave Griffiths and Richard Hall who did a great deal of work liaising with the contractors and insurers to get the project successfully completed.*



*Even though the hall was closed thanks to the work of Fran Cratchley and Sue Hopkins we still had a successful Bingo night and Children's Christmas Party which were held at Clows Top Village Hall.*

*In January and February James kindly allowed us to have the committee meeting in the Rock Cross. The work on the floor was progressing satisfactorily. It was decided that the patio had rotted in parts and was getting dangerous and should be replaced and this would best be done while the restoration work was being done in the hall. There was a lively debate about what materials should be used, timber, stone slabs or plastic. Taking into account the probable look of the patio and the costs it was decided to have the patio replaced by paving slabs. The fence around the patio was also found to be in need of repair and it was decided to replace it with a new fence.*

*About this time Robert and Sally Blowing decided to retire from the committee. Both were valuable members of the committee and will be sorely missed. It is hoped that at sometime in the future they may decide to join the committee again.*

*By March we had been hit by the covid 19 pandemic and we had to hold our committee meetings by video link(zoom).*

*All weddings and parties were cancelled for the rest of the year and beyond and we still do not know when weddings and parties will be allowed again. There is now talk of a vaccine being available in spring 2021 so perhaps sometime in the summer of 2021 we may be able to reopen for weddings and parties. The cancellation of weddings has obviously caused a lot of distress to a lot of people and Carol and Ann have been busy trying to re arrange wedding dates although this is very difficult when we still do not know when weddings will be allowed. We have refunded money to people who have cancelled weddings and so we are having a drastic reduction in our income. Fortunately to cover some of this loss of income we received a grant of £10,000 from the government.*

*The committee then had to carry out a risk assessment on the hall and make the hall covid secure. For a few weeks small groups were allowed to meet in the hall , each group having carried out a risk assessment. Bowls, bridge and some to the dance classes restarted. Due to a resurgence of the virus the hall has now been completely closed again at least until December 2<sup>nd</sup>.*

*The pond had become overgrown again and in April this year it was dredged. Unfortunately there is now some doubt as to whether the pond is holding water or if there is a leak in the clay base. The rain this winter should give us an idea as to whether the pond is leaking. This could have financial implications for the future and will be added to our "plans for the future".*

*During the year we had a number of requests from dance groups for Wifi in the village hall so that they could arrange zoom groups for people who were unable to attend the classes. The committee agreed and Wifi has now been installed in the village hall.*

*What about the future? At present with the hall closed and the future uncertain we cannot make any definite plans. However with the prospect of a vaccine on the horizon we can perhaps be optimistic that things may return to something like normal in late 2021 or early 2022. With the hall refurbished, the patio replaced, the finances in good order I think we can be confident about the future.*

*Finally can I thank all the committee. It has been an unusual and difficult year with many new challenges but everyone has worked so hard to make it as successful as possible.*

*Bob Marriott 27/11/2020*

*There were no comments on the chairman's report from those attending the meeting other than praise for the maintenance team for its work in relation to the floor repair contract.*

### **Election of Committee:**

The Chairman proposed and the meeting agreed that this matter should be dealt with at the 2021 AGM in November 2021.

### **Future Events:**

The meeting agreed to list all planned events up to the 2021 AGM in November, as follows:-

22<sup>nd</sup> August (Sun) – Pound the Bounds  
4<sup>th</sup> September (Sat) – Rock Show  
29<sup>th</sup> October (Fri) – Halloween Quiz Night  
30<sup>th</sup> October (Sat) – Children’s Halloween party  
12<sup>th</sup> November (Fri) – 2021 AGM

### **Any Other Business:**

Jackie Osborn commented that the renewed patio looks very good and is a big improvement on the old decking.

Bob Marriott noted that the grounds around the hall need tidying up before weddings are hosted, the first being on 3<sup>rd</sup> July. A working party was agreed for 30<sup>th</sup> June.

**2021 AGM:** This will take place on Friday 12<sup>th</sup> November 2021 at the village hall, subject to easing of Government restrictions in relation to the Covid pandemic. Further information will be issued nearer to the meeting date.

This 2020 meeting closed at 7.55 pm.

### **Treasurer’s report:**

1. *Many thanks again to Peter Bill who has examined the Receipts and Payments Accounts for the Village Hall. For the year to 30/9/20 they were found to be correct according to the Books and Records presented.*
2. *The main key indicators used to monitor the health of the hall’s finances are shown on the trend sheets.*
3. *Comments: This year’s figures have been adversely affected by the Covid-19 pandemic and subsequent restrictions. The hire of the hall (which is one of the main income streams) has been particularly impacted. Fortunately we have received a government grant, a donation from Rock Parish Council and a rate rebate from Wyre Forest District Council which has helped alleviate the loss of income. In addition to the reduced income the committee has also paid out large sums for additional work in the hall, whilst the hall floor was replaced. The building committee are hopeful that some of the expenditure will be recouped in the near future.*
  - a. *Hire – Income dropped by roughly two thirds. The income we did receive came mainly from the period October 2019 – March 2020. After the countrywide lockdown in March there was still some revenue from future bookings in 2021 & 2022. However most of the regular hirers e.g. Toddlers Group, Rock Bowls, etc had to cancel their bookings. In addition to this, all the Wedding hires for the year were either cancelled or postponed. This led to the hall having to refund hire fees in many instances.*



- b. *General Running Costs – This year's expenses are lower than the previous year. This reflects the very low level of activity within the hall due to Covid restrictions. But shows the hall is still costing money to operate even when unused for long periods.*
  - c. *Electricity – The FIT payments for the year were the best to date. We benefitted from a small increase in Generation & Export unit rates and fine weather for the early part of the year. Due to the hall closure for much of the year, generation fees easily exceed running costs for the hall in terms of electricity.*
  - d. *Cleaning – Costs are way down on previous years because of the Covid restrictions imposed upon the hall.*
  - e. *Activities – All the events scheduled for the year e.g. Rock Show, Soul & Country Night, Greek Night, etc were cancelled or postponed because of the pandemic.*
  - f. *Income & Expenditure – For the first time since 2014 (when there was a £40k cost for reinstatement of the hall floor) expenditure exceeded income. Whilst Covid restrictions had a major impact on income the hall has also paid out significant amounts for building works e.g. floor work, stage removal, groundwork's, blinds, etc.*
  - g. *Surplus – There was a deficit of almost £30k this year which is explained by the factors presented in paragraphs (a) – (f).*
4. *We currently have £85.2K at the bank of which we have ring-fenced a £35.2K contingency fund to cover repayment of Hire fees and Village Hall repairs from further unforeseen problems.*

# ROCK VILLAGE HALL

## RECEIPTS AND PAYMENTS ACCOUNT FOR YEAR ENDED 30/9/20

YEAR TO 30/09/2019	ACTIVITIES AND EVENTS	RECEIPTS (£)	PAYMENTS (£)	NETT RECEIPT (£)
	<b>RECEIPTS</b>			
2888.81	2016-2017 Activities	0.00		
29929.24	Hire of Hall	10728.75		
5890.67	Donations	540.00		
135.81	Barclays Bank Interest	85.68		
225.00	Website Advertising	405.00		
0.00	Compensation for pipe damage (Geobear)	144.00		
7617.88	PV Panel feedin Tariff	10875.05		
15319.60	Grants	10000.00		
0.00	WFDC Rates Refund	747.52		
30.20	Bowls Club Insurance	0.00		
62037.21		33526.00		
	<b>PAYMENTS</b>			
735.84	2019 WFDC Non Domestic Rates		747.52	
156.00	Website Costs		167.99	
4257.94	General Running Costs		3437.10	
5577.65	Cleaning/Caretaker/Handyman/Etc		912.50	
1438.18	Activities & Events Costs		864.97	
3664.39	Electricity		2027.66	
1392.37	Water		458.48	
167.88	BT - Telephone rental		168.86	
2653.44	Insurance (Hall & Green)		2554.09	
167.30	Returned & Unpaid Cheques		0.00	
3736.90	Returned Deposits & Cancellations		11275.00	
13823.76	Rock Play		54.00	
2973.55	Maintenance Expenses		38797.42	
30.50	Mobile Phone		10.00	
2064.40	Village Green (Trees & Hedge Cutting)		1470.00	
42840.10			62945.59	
19197.11	<b>Total Receipts Less Payments</b>			-29419.59
				Plus
114680.82	Balance @ 30 September 2019			114680.82
	<b>Balance @ 30 September 2020</b>			<b>85261.23</b>
	<b>Represented by:-</b>			
46504.21	Community Current Account			16998.94
33008.57	Business Premium Account			33050.05
35168.04	Business Premium Account (Contingency)			35212.24
114680.82	<b>Balance @ 30 September 2020</b>			<b>85261.23</b>

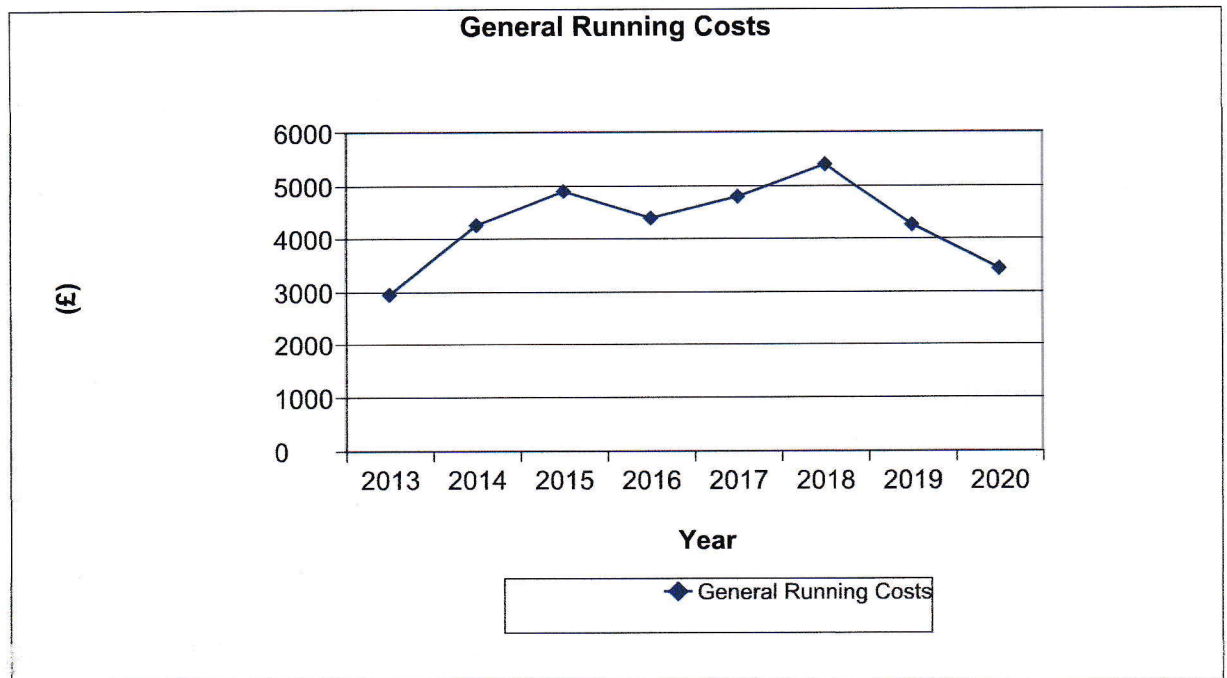
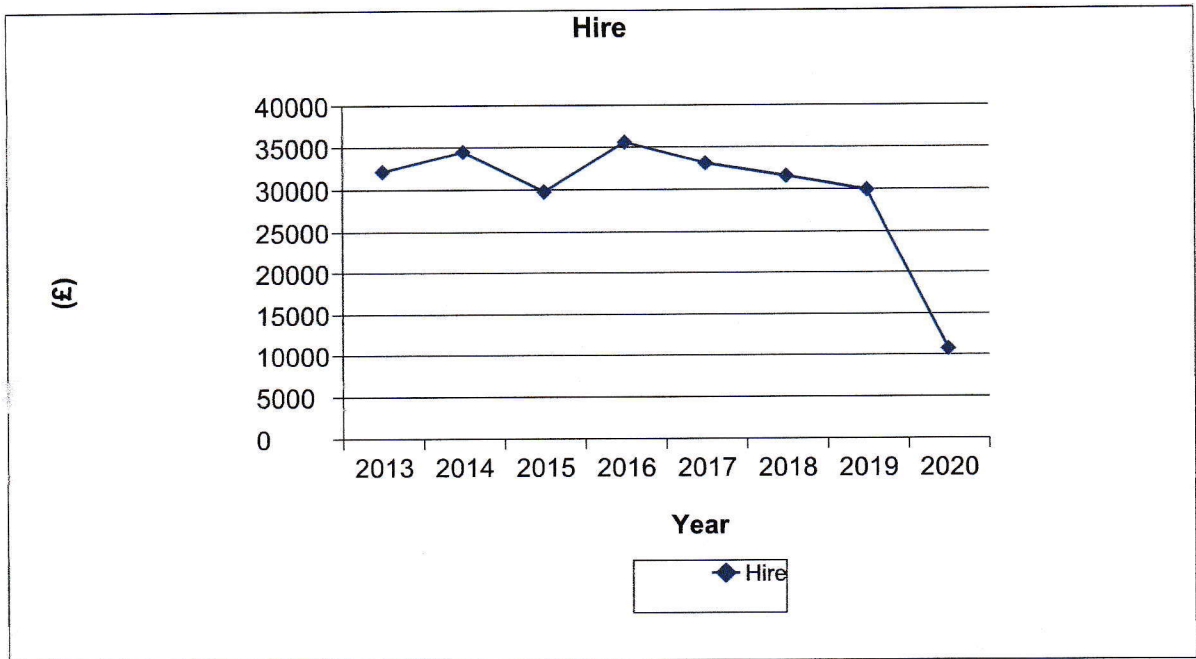
### Receipts and Payments Carried forward into next accounting period (2020 -2021)

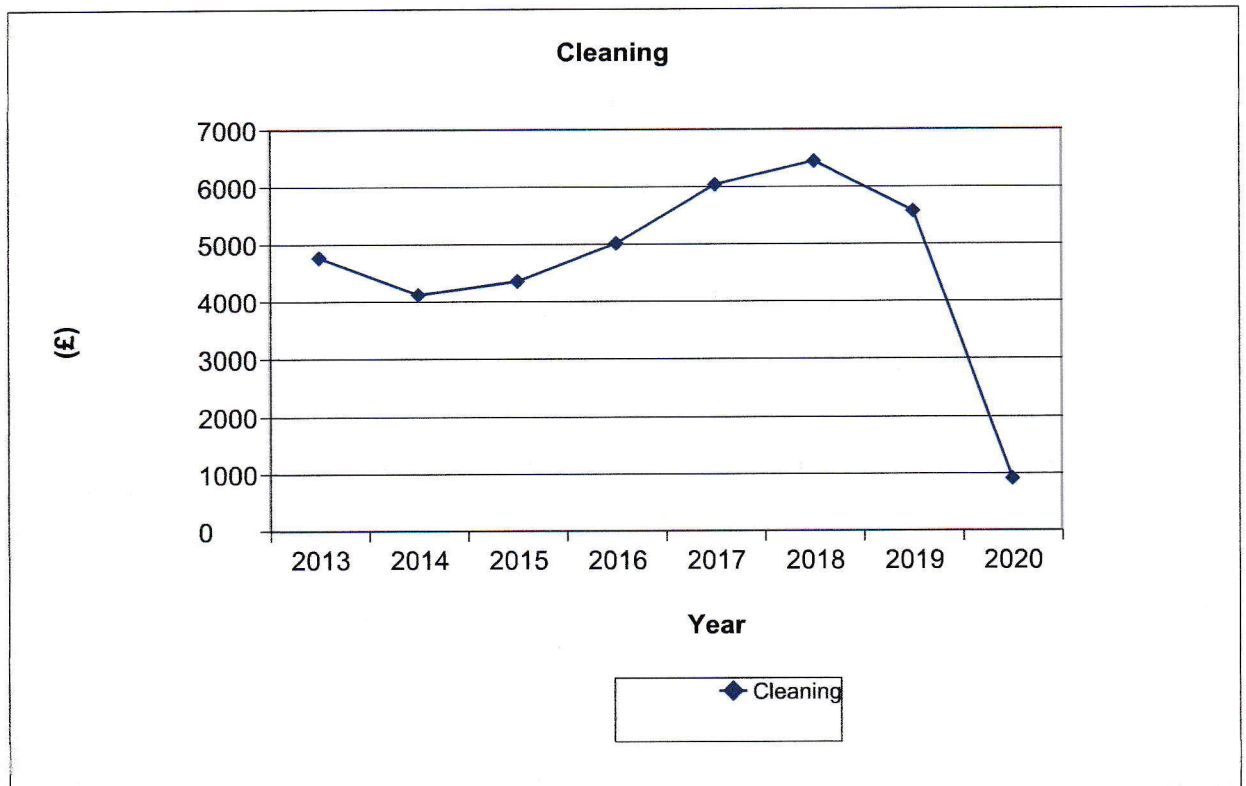
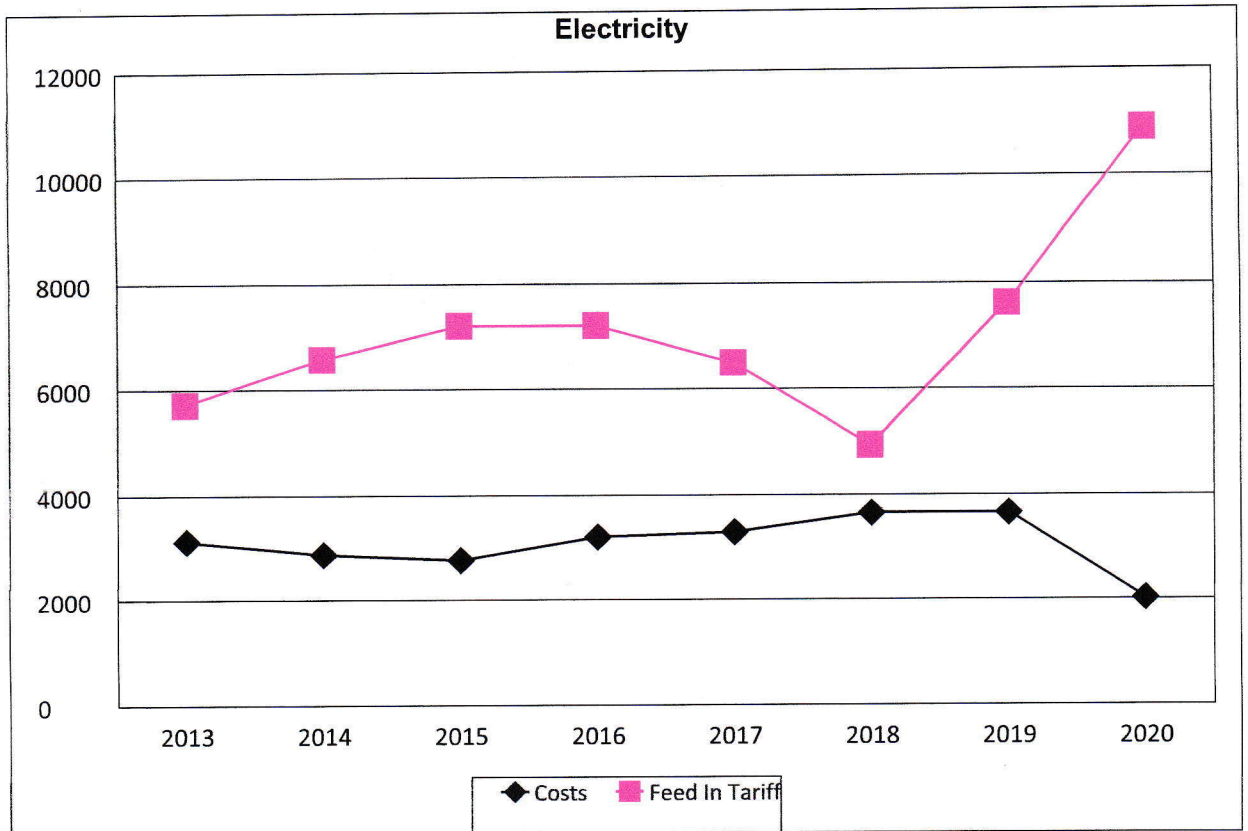
DATE	DESCRIPTION	RECEIPTS (£)	PAYMENTS (£)	COMMENT
28/09/2020	Window Cleaner		40.00	
28/09/2020	Booking Clerk		507.94	
28/09/2020	Severn Tree Management		350.00	
20/09/2020	WF Entomology Group Hire	221.00		
	<b>Total</b>	<b>221.00</b>	<b>897.94</b>	

I have examined the Receipts and Payments Account for the year to 30/9/20 and found it is correct according to the Books and Records of Rock Village Hall and the information and explanations given to me.

*P.B. 61*  
 Peter Bill  
 Bower Court, Rock, Worcs  
 Date 28/10/2020

## Trends



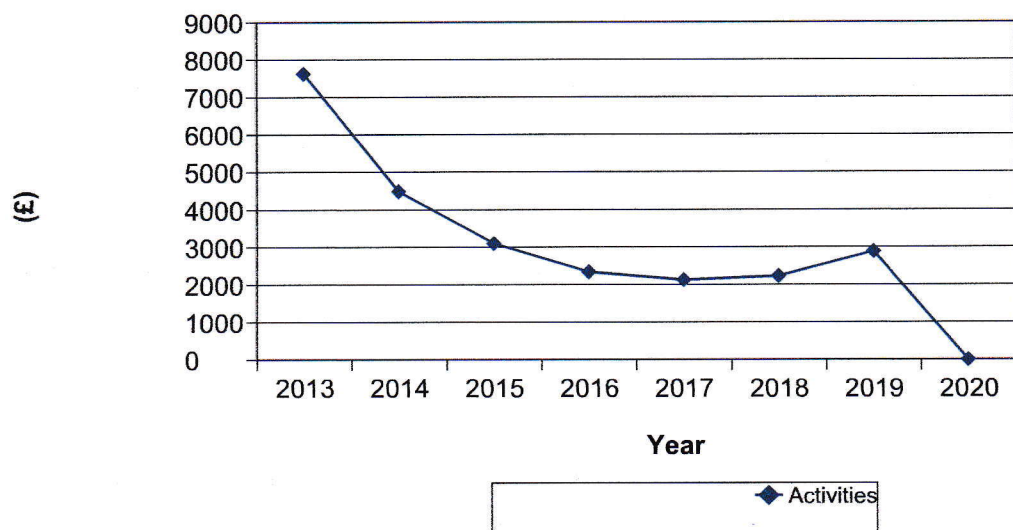




**Income vs Expenditure**



**Activities**



## Surplus

