

ROCK VILLAGE HALL AND MILLENNIUM GREEN

ANNUAL GENERAL MEETING 2022

Friday 28th October 2022, 7.30pm at the Hall

MINUTES

Present: 22 including 9 committee members. The chairman, David Griffiths welcomed all attending.

Apologies: David Hall, Necia Hall, Lesley Hall, Keith Brown, Steve Wightman, Len Pitman, Carol Franklin

Minutes of the 2021 AGM held on 12 November 2021: The previous minutes were approved.

Matters arising from the previous minutes: The only comment made was to note that the car park and drive lighting mentioned under Building is still to be installed. The Chairman said that the drive lighting will be done by the end of 2022.

Secretary's Report:

The committee

This year has seen a return to normal as the restrictions relating to the Covid-19 pandemic have been lifted in the last year. This report covers November 2021 to October 2022.

The committee now has 20 members* - see footnote. New members have joined during the last year - Tom Dutson, Emma Smith and Lucy Nott. Those leaving have been Kath Thornton, David Elliott, Bob Marriott, Ben Goater and Ian Wilson. Thanks are due to all who have left for their contributions. Three further members (Keith Brown, Necia Hall and Chris Marriott) have tendered their resignations, effective after the AGM; all three have been very active in many areas of committee work over many years. There have been 10 monthly meetings in the last year (November to September), as there was no meeting in December and the October 2022 meeting will be held after this AGM. The monthly meetings have, on average, been attended by 13.2 members or about 66% of the membership. David Griffiths has served as chairman, with Barry Merchant as treasurer and Richard Hall as secretary. The committee has continued to manage the village defibrillator at the Rock Cross pub.

Events held since the 2021 AGM

A wide range of events has been held as listed below and organised by the people noted:

1. November Bingo night (Fran Cratchley) and Concert by singer/artist Sunjay (David Griffiths)
2. December Children's Christmas Party (Fran Cratchley and Sue Hopkins)

3. March Quiz night (Keith Brown)
4. April Country and Western night with Country Chix (Sue Hopkins and Fran Cratchley), plus Community Coffee morning (Stephanie Morrison and Necia Hall)
5. May Concert by Slyde (Fran Cratchley), plus Pound the Bounds organised by Ian Wilson and Colin Thornton in association with the Midlands Air Ambulance, and Community Coffee morning (Kerry Tipper).
6. June Queen's Platinum Jubilee celebration – children's party (Fran Cratchley and Sue Hopkins), plus evening rock concert with Hardride (Fran and Sue)
7. August Jumble sale to raise funds for Over 60's afternoon tea (Sue Hopkins)
8. September Rock Show organised by the committee, plus Over 60's afternoon tea party (Sue Hopkins)
9. October Michael Buble tribute concert (Fran Cratchley and Sue Hopkins)

Regular users of the hall include the bridge club, the Women's institute, short mat bowls, knit and natter, pilates, yoga, Zumba, dance and choir groups and the Little Acorns toddlers' play group.

Village Hall website and Facebook page

The website www.rockvillagehall.co.uk managed by Keith Brown 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, managed by Sue Merchant on behalf of the committee, is also a very useful source of information and is well used.

Maintenance and repairs

Maintenance and building sub-committee members David Hall, Richard Hall, David Griffiths and Steve Wightman have continued organising and carrying out routine maintenance and improvements.

Committee members at October 2022:

Keith Brown*, Fran Cratchley, Jayne Dearn, Tom Dutson, Ann Emmings, David Griffiths, David Hall, Necia Hall*, Richard Hall, Sue Hopkins, Chris Marriott*, Barry Merchant, Emma Moore, Stephanie Morrison, Lucy Nott, Len Pitman, Peter Siviter, Emma Smith, Kerry Tipper, Steve Wightman

The three asterisked will leave the committee after the AGM

Treasurer's Report:

1. Thanks again to Peter Bill who has examined the Receipts and Payments Accounts for the Village Hall (see page 5). For the year to 30/9/22 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: The receipts and payments account show that after two years the hall finances have returned in the main to pre Covid-19 pandemic levels. The significant reduction in hire cancellation costs were balanced out by the reduced level of Support Grant (Omicron Hospitality & Leisure Grant) received from Wyre Forest District Council; which had compensated for the loss of income previously. During the accounting period the committee has paid out substantial sums for ongoing maintenance work and a new portable stage for hall events.

a. Hire -The halls regular hirers e.g., Bridge Club, Zumba, Little Acorns, etc have all recommenced their use of it. In addition to this it was booked for 16 more wedding. This accounted for the hall having the best income from hire since 2016.

b. General Running Costs – These figures are the highest to date. This reflects the increased cost of living and is an area we will have to look at to see if improvements and savings can be made to reduce impact on operating costs.

c. Electricity - The FIT payments for the year were slightly down on the previous two years, but they were still good. However, generation payments have not increased compared to usage charges, which have gone up significantly. So, although we generate more electricity than we consume (via the PV panels) and export the surplus. The revenue from this source has decreased and we need to look into how we can reduce our electricity use in future so we stay cash positive.

d. Cleaning - Costs have returned roughly to pre pandemic levels. They 're expected to rise in line with inflation in future.

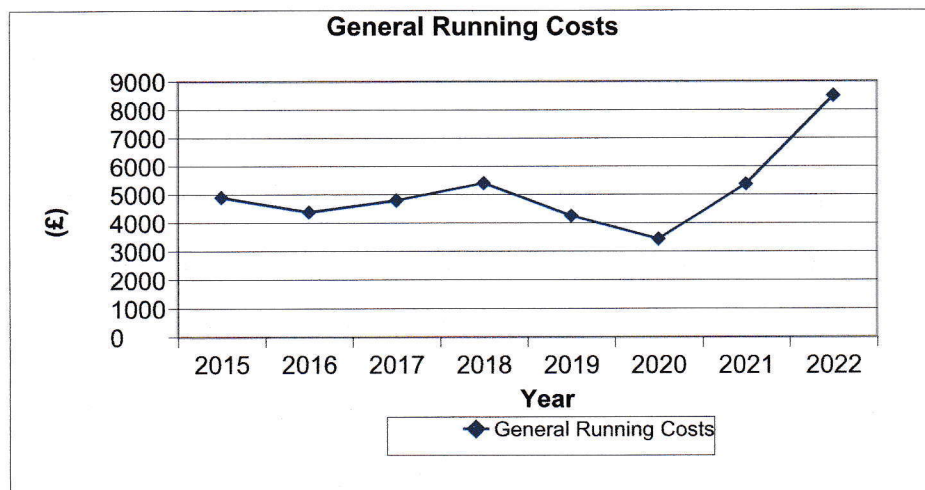
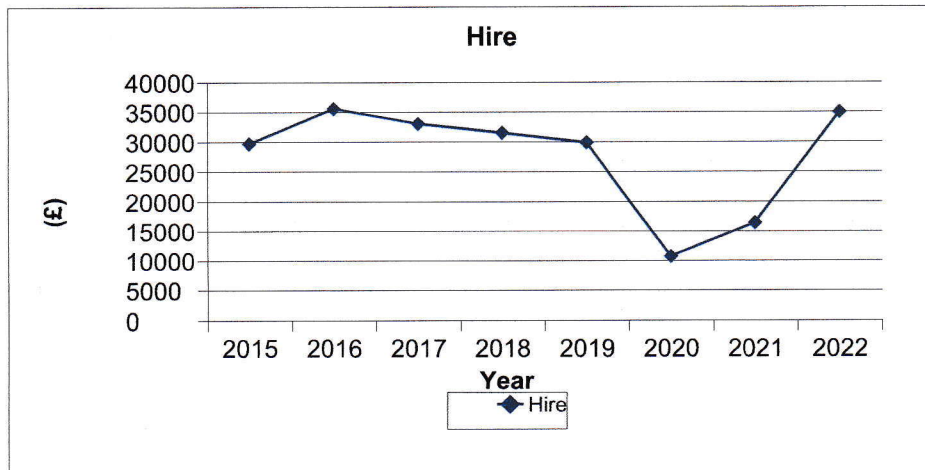
e. Activities – The revenue from activities was the best for a number of years. Rock Show, was very successful and generated a record for the new hall. There were also some good concerts, shows, children's parties and quizzes during the year which also contributed to funds.

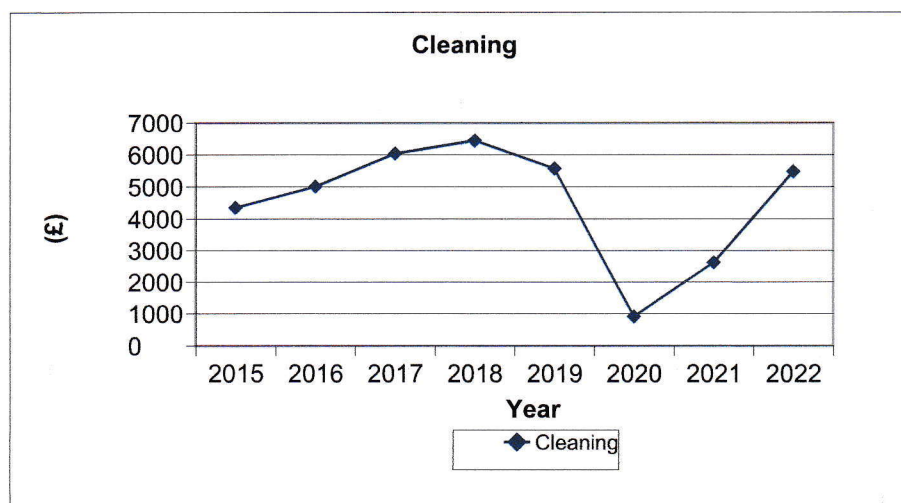
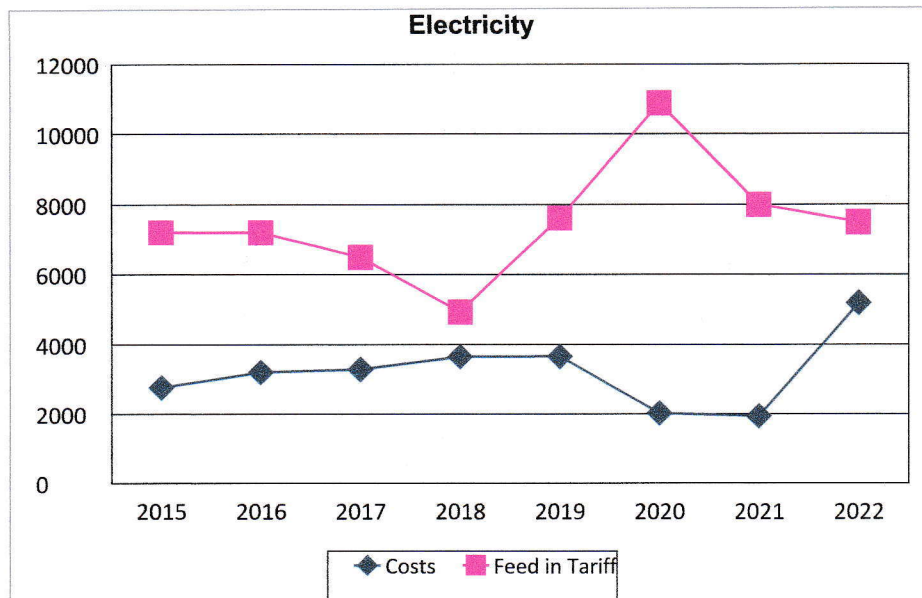
f. Income & Expenditure – Following two years when expenditure exceeded income, due to the Covid restrictions. Income once again exceeded expenditure. Whilst the spend on maintenance and new assets was not as great as the previous year, this was an indication the halls finances were moving in the right direction. However, our focus will have to be on our spend, especially as we have some big installation projects planned i.e., entrance drive lamps.

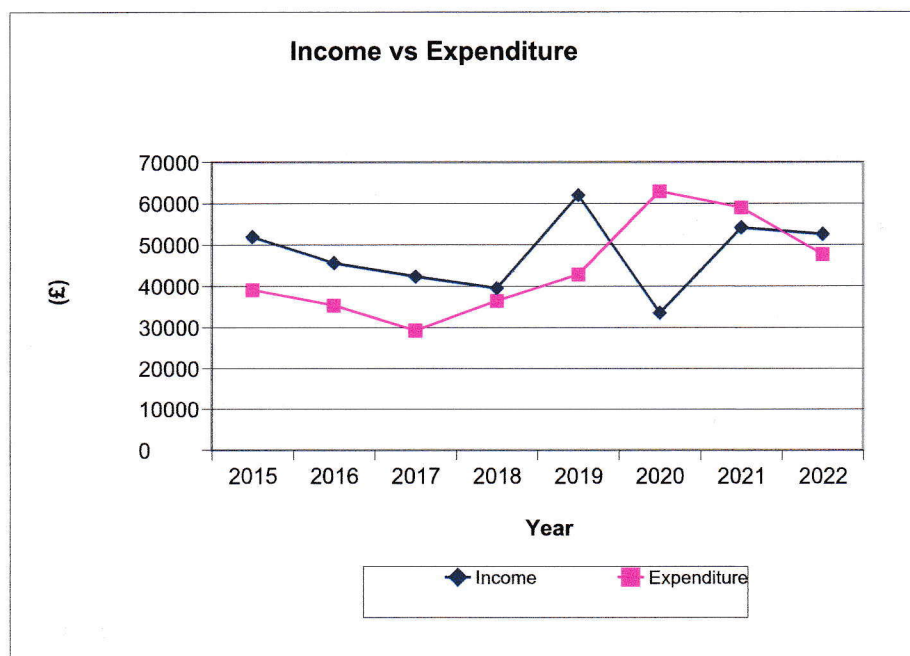
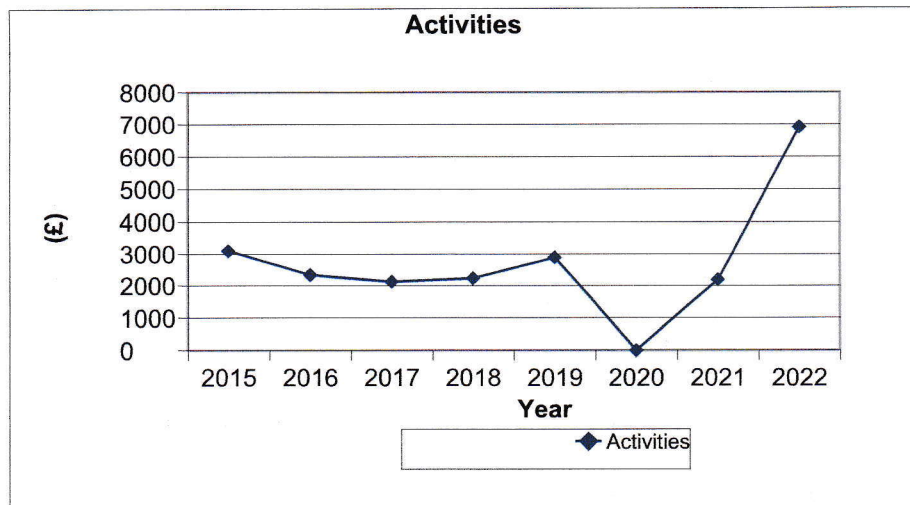
g. Surplus - The deficit on the previous year has been turned into a surplus of ~£5k. The reasons for this are given in paragraphs (a) - (f).

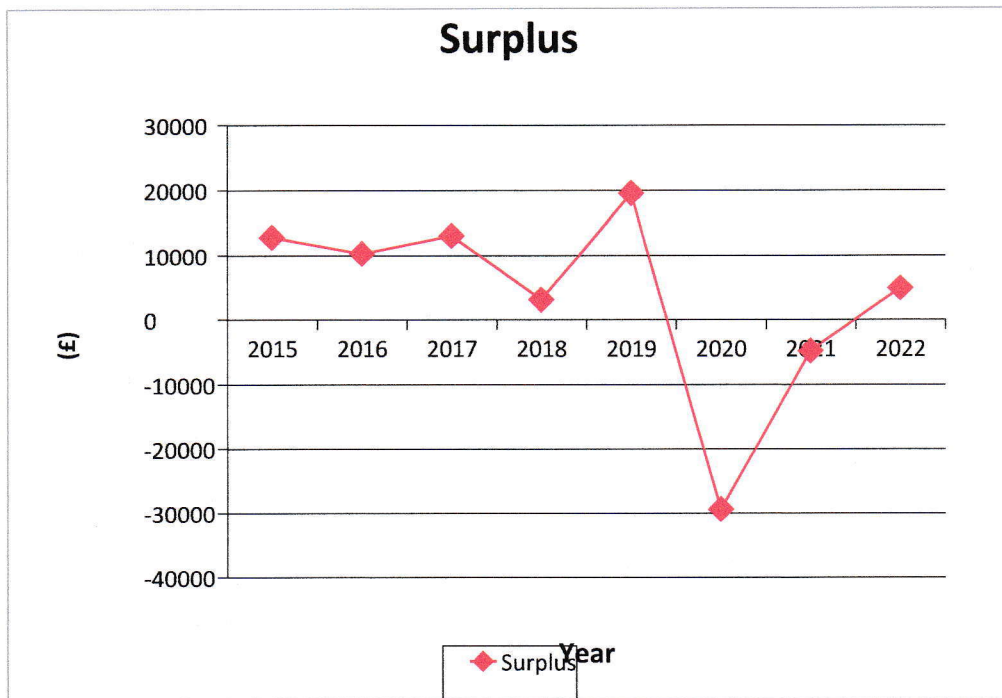
4. We currently have £85.4K at the bank of which we have ring-fenced a £35.2K contingency fund to cover any repayment of Hire fees and Village Hall repairs from further unforeseen problems.

Trends









Receipt and Payment Account – see next page

ROCK VILLAGE HALL

RECEIPTS AND PAYMENTS ACCOUNT FOR YEAR ENDED 30/9/22

YEAR TO 30/09/2021	ACTIVITIES AND EVENTS	RECEIPTS (£)	PAYMENTS (£)	NETT RECEIPT (£)
	RECEIPTS			
2185.34	Hall Activities/Events	6921.26		
16450.95	Hire of Hall	35031.08		
0.00	Donations	0.00		
6.80	Barclays Bank Interest	29.59		
0.00	Website Advertising	405.00		
10025.16	Compensation for pipe damage (AVIVA)	0.00		
8001.77	PV Panel feedin Tariff	7498.34		
40.00	BT Credit for Internet Downtime	0.00		
17431.00	Grants	2667.00		
0.00	WFDC Rates Refund	0.00		
0.00	Bowls Club Insurance	37.66		
54141.02		52589.93		
	PAYMENTS			
190.79	Annual WFDC Non Domestic Rates		373.76	
168.59	Website Costs		168.59	
5375.53	General Running Costs		8500.27	
2629.93	Cleaning/Caretaker/Handyman/Etc		5479.15	
0.00	Trustee Payments		1188.75	
1248.23	Activities & Events Costs		4513.19	
1945.83	Electricity		5199.15	
95.98	Water		1154.61	
422.41	BT - Telephone rental		447.62	
2952.55	Insurance (Hall & Green)		3237.41	
950.00	Returned & Unpaid Cheques		290.00	
12525.00	Returned Deposits & Cancellations		3104.60	
72.00	Rock Play		72.00	
26803.54	Maintenance Expenses		10682.70	
0.00	Mobile Phone		35.00	
3558.49	Village Green (Trees & Hedge Cutting)		3250.50	
58938.87			47697.30	
-4797.85	Total Receipts Less Payments			4892.63
				Plus
80463.38	Balance @ 30 September 2021			80463.38
	Balance @ 30 September 2022			85356.01
	Represented by:-			
12194.29	Community Current Account			17057.33
33053.33	Business Premium Account			33067.65
35215.76	Business Premium Account (Contingency)			35231.03
80463.38	Balance @ 30 September 2022			85356.01

Receipts and Payments Carried forward into next accounting period (2022-2023)

DATE	DESCRIPTION	RECEIPTS (£)	PAYMENTS (£)	COMMENT
27/09/2022	RVH Ex's - K Brown		47.79	
27/09/2022	St Georges Hall - PAT Testing		30.00	
27/09/2022	Woodstock Timber & Sons Ltd		205.73	
27/09/2022	Dolly Tub		19.80	
24/09/2022	Rock Show Ex's - S Morrison		497.69	
16/09/2022	Imperitive Training		228.00	
	Total	0.00	1029.01	

I have examined the Receipts and Payments Account for the year to 30/9/22 and found it is correct according to the Books and Records of Rock Village Hall and the information and explanations given to me.

Peter Bill
Bower Court, Rock, Worcs
Date 24.10.22

Maintenance team report:

The Team

Maintenance and building work has been overseen, and in some cases carried out, by the team of David Griffiths, David Hall, Steve Wightman and Richard Hall. Other work has been done by contractors, mainly locally based. A maintenance and repair log has been created for committee members to record items needing attention.

Work carried out

The following work has taken place over the last year:

Plumbing – cisterns in the Ladies have been replaced with faster filling ones and minor problems with taps resolved.

Lighting and Electrical – The statutory 5 yearly electrical testing and certification has been carried out, as has annual testing and maintenance of the fire alarm system and emergency lighting. Various minor electrical works have been done. Annual portable electrical appliance (PAT) testing has been done by volunteer Alan Humphries.

Main hall floor – The condition of the timber flooring laid in 2019, at the end of the major repairs for settlement, has caused some concern with some cracking, although it is within specification, and it is being monitored. Also the vinyl flooring in the kitchen, bar and toilets (renewed in the same project) has de-bonded from the walls and the contractor has agreed to return to repair it.

Drive lighting (funded by a bequest) – this is getting underway at the time of writing, having been delayed by the need to get planning approval from Wyre Forest DC, which was achieved recently.

Fencing etc – the steps to the front door have been re-laid and the footpath between the drive and pedestrian gate has been improved with new edge boards and gravel.

Slope to the kitchen door - this has been cleared of weeds and is to be re-gravelled to make it less slippery.

Pond – An attempt has been made to stop the pond leaking but has not been successful. Further work will be considered next year.

Signboards – New boards have been placed at the drive entrance on which to publicise upcoming events at the hall.

Chairman's Report to the 2022 AGM:

"The VH without doubt had a very good year with committee members working incredibly hard to provide events for the residents of Rock and I thank them for their efforts in achieving this. I also need to thank our community for supporting us at these events which is giving us the confidence to put on more events.

Bingo, Christmas Faire, Rock Show and (despite my doubts) the Rummage sale were incredible.

Throughout the year weekly checks have been carried out by our maintenance team to the defibrillator, play equipment and hall safety equipment; our thanks to them and the contractors and volunteers who maintain the Green, hedges and gardens. I think you would agree that the grounds are looking neat and tidy with the exception of the pond which is continuing to leak.

The organisation of weddings, hall rental and cleaning since opening the hall has been undertaken by Anne Emmings who has now handed this over to Emma Moore. Emma will be our VH coordinator, this now being a paid position.

Our thanks to Anne for the hard work she has carried out over the years and to Carol our bookings secretary for keeping our hall usage very high.

Colin and Lynn Link have cleaned the Hall since it was open in 2007 and have now decided to retire; we thank them for their efforts and wish them well in retirement. With this retirement we are looking to replace them with a local team: this is being finalised to start in November.

Members of the committee have been questioned by residents regarding the funds we currently have in the bank and what it is for.

Despite the hall being in excellent condition with no major repairs needed, we do need to be aware its now 15 Years since opening. As such with a shingle roof, two large ground source heat pumps and Solar Panels with limited life span, in the future we will need to carry out repairs or replacement, and funds need to be kept aside for this and unexpected issues.

We are now looking forward to a year with no worries of bills for building work and hope to concentrate on providing our community with a space to enjoy.

Children's events as always will continue and we will be looking to provide more equipment in the playground area.

We are conscious that many local residents are not using the hall, some being possibly lonely or incapacitated and we would welcome suggestions of things they would like to see us arrange or support them arranging themselves. So, if you have suggestions speak to one of the committee members, send an email, post on our Facebook page or drop a note in the post box at the front of the hall, using the Suggestions sheet provided in the hall at this meeting.

We are having regular coffee mornings on Saturdays throughout the year & Wednesday will be a Tea Coffee and Company where the community can get together. Please support this & if possible, bring a friend or neighbour and introduce them to us. We will be dropping flyers into your letterboxes for these events.

We do need help, both new committee members and people willing to help at our events, particularly the Rock Show, and help clearing up after our functions or joining the maintenance team, so if you can help let us know.

So, in closing please enjoy the refreshments and talk to our committee members about what you want to see and do in the VH in the future.

Many thanks for attending the AGM."

The Committee:

Bob Marriott proposed and Jackie Osborn seconded that the committee listed by the Secretary should be approved, to continue for the next year. This was unanimously agreed by the meeting. It was agreed that members should be appointed to various roles at the next committee meeting on 31st October. Jackie also proposed that the committee be thanked for its work over the last year and this was approved.

Future Events:

The chairman said that events to be held up to Christmas include a Christmas Fair, a Coffee Morning, a Bingo Evening, the Children's Christmas Party and an Over 60's Christmas Tea and Bingo. In 2023 there are already six events planned, details of which can be found on the hall website. Next year's AGM will be in November 2023.

Any other business:

There were no other matters raised.

The meeting closed at 8pm and was followed by refreshments and socialising.