

Minutes of the Wilstone Village Hall Committee
Annual General Meeting
Held on
Monday 13th May 2024 at 7pm at the Village Hall

1. **Attendees:** Peter Walker, Blake McAdam, Alla Postings, Helen Page, Peter Myrants, Phil Cogger, Richard Smissen, Jill Walker, Chris Owen

Apologies: Colin & Sheila Reedman, Irene McCall, Sophie O’Leary, Tessa Simmons

2. **Chairman’s Report (Mr P Walker)**

The following report was read to the Committee and was accepted in its entirety.

Background The hall finances remain robust, and the Hall Committee has been active in generating income. There have been several initiatives to reduce our utility and other costs, at no cost to the Hall; in particular, we have installed solar panels with large batteries which have reduced our bills by storing electricity during the day for release in the evenings, and we have replaced the overhead heaters with more efficient ones. The purpose of these is to supplement the background central heating, so that we can keep that running at a continuously low level most of the day when required, and the overhead heaters provide a more instant boost, also when required. We have the National Lottery to thank for the funding of these works. We have also changed our broadband supplier to TalkTalk at a more favourable rate and we have implemented new efficient bookings software designed by Peter Myrants, and updated our web site. There has been a measurable increase in online hall bookings.

Events Whilst, post pandemic audiences were slow to return to our film nights, when the season ended in April this year, they were back to their usual levels. Film nights continue to provide a good social forum for local residents as well as healthy income for the village hall. Next year, with the decline in the use of DVDs, we will be undertaking experiments with our promoters to undertake the streaming of films, where we will have a reliance on our broadband and Wi-Fi. Other events include a very successful and enjoyable Open Village and Open Gardens event and we look forward this year to alternating that event with a Village Fete on June 30th. A new Repair Café initiative is adding to our own event programme.

Car parking This continues to be an unresolvable problem with residents using the hall car park due to a shortage of parking in the village. We have had occasional complaints from hirers that they have been unable to park at their events. We have also experienced severe flooding problems in the car park and we are investigating alleviation methods.

Maintenance

- the hall ovens have been cleaned
- windows have been cleaned inside and out
- the guttering has been replaced and realigned to prevent roof water pooling
- other cleaning and adjustments have been undertaken on the projector
- the current area of concern is the state of the wooden flooring which has become blotchy and has looks dirty. The cost of restoring it will be £5.5k.

In conclusion The Chairman would like to thank the committee and other volunteers for all their work in supporting the Hall in its aims and execution. In particular, Alla Postings as Treasurer and Peter Myrants as Bookings Secretary and Colin Reedman as caretaker have all done exceptional work, and the hall would not function without them.

Minutes of the Wilstone Village Hall Committee
Annual General Meeting
Held on
Monday 13th May 2024 at 7pm at the Village Hall

3. **Treasurer's Report**

The accounts, prepared by the Treasurer, Mrs Alla Postings, were circulated to all present.

INCOME	2023/24	2022/23	2021/22
Ad hoc hirings	5,401.75	3,320.76	1,429.43
Regular hirings	8,374.00	8,892.50	6,023.15
<i>Hirings sub-total</i>	<u>13,775.75</u>	<u>12,213.26</u>	<u>7,452.58</u>
Fete			
Events (<i>bar only from 2016/17</i>)	3,681.01	3,344.25	0.00
<i>"Non-donation" sub-total</i>	<u>17,456.76</u>	<u>15,557.51</u>	<u>7,452.58</u>
Events (<i>ticket only from 2016/17</i>)	25.00	3,075.43	769.50
Donations	13,236.00	100.00	8,149.58
Interest (<i>Bonds + Deposit acct.</i>)	565.37	146.91	3.65
Open Village donations	4,618.47	0.00	4,532.76
Film night donations	2,434.50	4,429.00	814.34
Misc	973.87	30.61	0.00
Total income	39,309.97	23,339.46	21,722.41
EXPENDITURE			
Cleaning	3,754.27	3,403.24	3,056.12
Utilities	3,892.58	4,206.68	3,117.88
Honoraria	1,000.00	1,000.00	1,000.00
Insurance	884.18	864.88	899.87
Repairs / servicing / minor works	1,911.82	2,111.83	2,913.87
Sundries	3,693.94	3,721.23	1,933.54
<i>Day-to-day sub-total</i>	<u>15,136.79</u>	<u>15,307.86</u>	<u>12,921.28</u>
Events	4,200.99	7,158.45	2,674.06
Fete (Open Village 2017&19)	3,310.20	787.61	4,705.56
New equipment / refurb.	13,029.52	3,046.59	2,995.98
Total expenditure	35,677.50	26,300.51	23,296.88
SURPLUS / DEFICIT FOR YEAR	3,632.47	-2,961.05	-1,574.47
ASSETS & LIABILITIES at	31/03/2023	31/03/2023	31/03/2022
Current account	4,823.93	4,018.98	1,379.97
Business deposit account	22,879.16	22,120.14	28,001.00
Bonds	0.00	0.00	0.00
Petty cash	3,359.30	1,290.80	1,010.00
	<u>31,062.39</u>	<u>27,429.92</u>	<u>30,390.97</u>
representing			
Brought forward accumulated surplus	27,429.92	30,390.97	31,965.44
Surplus / deficit for year	3,632.47	-2,961.05	-1,574.47
	<u>31,062.39</u>	<u>27,429.92</u>	<u>30,390.97</u>

Special recognition was given to Peter Myrants for the work updating the website, which has

Minutes of the Wilstone Village Hall Committee
Annual General Meeting
Held on
Monday 13th May 2024 at 7pm at the Village Hall

had a positive effect on the ad hoc bookings, which have increased significantly.

Special mention was also given to Peter Walker for the grants obtained from organisations to help with the cost of the heaters and the solar panels.

There has been a £713 spend from the Rickerman fund over the year.

4. **Resignation of Committee Members**

There were no resignations.

5. **Election of Committee Members**

The following committee members were elected following resolutions:

Representative Members (3 places)

Mr Colin Reedman (Church)

Mrs Sheila Reedman (Church)

TBA (Tring Rural Parish Council)

Elected Members

Mr Peter Walker

Mr Blake McAdam

Mrs Alla Postings

Mrs Helen Page

Mr Peter Myrants

Special Members (unlimited)

Mrs Irene McCall

Mr Richard Smissen

Mrs Jill Walker

Ms Sophie O'Leary

Mr Chris Owen

Mrs Tessa Simmons

6. **Signing of the Declaration**

All Committee Members present at the meeting signed the annual declaration. Those not present will be invited to sign at a subsequent meeting.

7. **Resolution to pay the rent**

The rent of £1 will be paid to Tring Rural Paris Council by Bank Transfer.

The Chairman closed the meeting and thanked all committee members for their work and ongoing support.

WILSTONE VILLAGE HALL - year ended 31 MARCH 2023

INCOME	2023/24	2022/23	2021/22
Ad hoc hirings	5,401.75	3,320.76	1,429.43
Regular hirings	8,374.00	8,892.50	6,023.15
<i>Hirings sub-total</i>	<u>13,775.75</u>	<u>12,213.26</u>	<u>7,452.58</u>
Fete			
Events (<i>bar only from 2016/17</i>)	3,681.01	3,344.25	0.00
<i>"Non-donation" sub-total</i>	<u>17,456.76</u>	<u>15,557.51</u>	<u>7,452.58</u>
Events (<i>ticket only from 2016/17</i>)	25.00	3,075.43	769.50
Donations	13,236.00	100.00	8,149.58
Interest (<i>Bonds + Deposit acct.</i>)	565.37	146.91	3.65
Open Village donations	4,618.47	0.00	4,532.76
Film night donations	2,434.50	4,429.00	814.34
Misc	973.87	30.61	0.00
Total income	<u>39,309.97</u>	<u>23,339.46</u>	<u>21,722.41</u>
EXPENDITURE			
Cleaning	3,754.27	3,403.24	3,056.12
Utilities	3,892.58	4,206.68	3,117.88
Honoraria	1,000.00	1,000.00	1,000.00
Insurance	884.18	864.88	899.87
Repairs / servicing / minor works	1,911.82	2,111.83	2,913.87
Sundries	3,693.94	3,721.23	1,933.54
<i>Day-to-day sub-total</i>	<u>15,136.79</u>	<u>15,307.86</u>	<u>12,921.28</u>
Events	4,200.99	7,158.45	2,674.06
Fete (Open Village 2017&19)	3,310.20	787.61	4,705.56
New equipment / refurb.	13,029.52	3,046.59	2,995.98
Total expenditure	<u>35,677.50</u>	<u>26,300.51</u>	<u>23,296.88</u>
SURPLUS / DEFICIT FOR YEAR	<u>3,632.47</u>	<u>-2,961.05</u>	<u>-1,574.47</u>

WILSTONE VILLAGE HALL - year ended 31 MARCH 2023

ASSETS & LIABILITIES at	3/31/2023	3/31/2023	3/31/2022
Current account	4,823.93	4,018.98	1,379.97
Business deposit account	22,879.16	22,120.14	28,001.00
Bonds	0.00	0.00	0.00
Petty cash	3,359.30	1,290.80	1,010.00
	<u>31,062.39</u>	<u>27,429.92</u>	<u>30,390.97</u>
representing			
Brought forward accumulated surplus	27,429.92	30,390.97	31,965.44
Surplus / deficit for year	3,632.47	-2,961.05	-1,574.47
	<u>31,062.39</u>	<u>27,429.92</u>	<u>30,390.97</u>

Annual reconciliation - all accounts

From date: 1 Apr 2023 to date:

Current account opening balance	4,018.98	
Deposit account opening balance	22,120.14	
Bequest on deposit account 7/6/22	10,000.00	
Petty cash opening balance	1,290.80	
Total opening balance		37,429.92
2023/24 income	38,030.95	
2023/24 deposit interest	565.37	
2023/24 expenditure	-35,677.50	
2023/24 surplus		2,918.82
Expected total closing balance 31 Mar 2023		40,348.74
Current account closing balance 31 Mar 2023	4,823.93	4,823.93
Deposit account closing balance 31 Mar 2023	22,879.16	
Bequest on deposit account 7/6/22 less spend	9,286.35	
Total deposit account closing balance 31 Mar 2024		32,165.51
Petty cash closing balance 31 Mar 2023	3,359.30	3,359.30
Actual total closing balance 31 Mar 2023		40,348.74
Discrepancy between Expected and Actual total balances		
2023/24 cash surplus	2,918.82	
plus offset against Rickerman Fund	713.65	
Surplus WVH 23/24	3,632.47	
		0.00

31 Mar 2024

0.00

Independent examiner's report to the trustees of Wilstone Village Hall

I report to the trustees on my examination of the accounts of Wilstone Village Hall (the Trust) for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect: 1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or 2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

I would however make the following recommendations:

- In respect of the £10,000 Rickerman bequest, I would recommend that the banking arrangements along with the parameters for accessing said funds are included in either the committee or the AGM minutes.
- As the current arrangements for cleaning the Village Hall come to an end, I would recommend that in future cleaning is paid for through the bank and upon receipt of an invoice.

Signed: Anna Beck FCCA

A handwritten signature in black ink, appearing to read 'A Beck', written over a horizontal line.

Address: 8 Chapel Fields, Wilstone, Tring, Hertfordshire, HP23 4SL

Date: 27 January 2024