

Record of the Annual General Meeting - Bray Village Hall

Thursday 27th November, 6:30pm, 2025

1. Attendance

Trustees:

- Ian Jenkins - Chairman
- Mike Charleton – Deputy Chairman/Treasurer
- Suzanne Cross – Borough/Parish Councilor
- Richard Bailey
- Melanie Dutton
- Amanda Proctor
- Sheena Jenkins (Secretary)

BVH Financial Auditors

- Mrs and Mr Crane-Lees

Members of the Public

- (See Appendix1)

2. Introduction & Conduct

The Chairman explained the purpose of the meeting and the conduct expected from attendees, including asking if anyone attending was planning to film or record the meeting. One member of the public – Mr Filipczak-Korczak - responded by stating that he refused to answer the question. He was asked three times to do so and still refused. As Mr Filipczak-Korczak appeared to be under the mistaken impression that the meeting fell under regulations for filming applicable to public bodies, the Chairman informed him that charities and meetings in village halls do not and summarized what applied, what this meant in practice and what had not and/or could not have been met. He was asked again if he planned to film or record the meeting and repeated his answer. A vote was then taken to determine who would be comfortable with being filmed or recorded and the majority voted against this. Mr Filipczak-Korcsak was again asked his intention and refused to answer and was then asked to leave – he refused and the meeting was suspended pending his departure or removal by the Police. He was asked what purpose he had for his behaviour other than to disrupt proceedings but did not answer.

After a few minutes and in the interest of seeing business completed, and the public not further inconvenienced, the Chairman informed Mr Filipczak-Korcsak that he could stay but on the understanding that should it transpire he had indeed undertaken filming or recording that the Trustees would take legal action against him. Moreover, he was informed that under legislation governing meetings in charities and village halls, he would be liable for any action arising from so doing.

The meeting was then reconvened; none present had left.

2. Chairman's Report (to April 2025)

Since our last report, it is pleasing to note that BVH continues to develop as our 'community's hub' over and above the organised groups such as pre-school, and now attracts a wide cross-section of parishioners for both bookings and events and is increasingly serving to bring all closer together. This is vital and accords with the original bequest as while not immediately evident to anyone unfamiliar with Bray, the village is not all 'gin & Jags' as was once famously coined; it hosts Jesus Hospital Alms Houses, single and older, retired people, plus a significant number of younger families many of whom have come here from abroad. The Hall's use to offer a focus for all and act as both a meeting place and service for newcomers, fills a current vacuum as there is no appropriate alternative¹ and many are uncomfortable with or cannot afford to use Bray's fine dining if famous gastro pubs and restaurants. The village also lacks a shop or post office, these having closed some 25 years ago.

Within year, a Hall Trustee took the initiative to re-instate Bray's traditional village fete and was heavily supported by the Hall and fellow trustees for planning, logistics, treasury, entertainment and provision of bar services, the latter seeing a much welcome profit of some £2,200 to bolster hall funds. The Hall ran a full and varied events programme including well supported events for the D-Day 80th celebrations, a Christmas Market (showcasing our local traders) and opened the bar Christmas Day (it was packed!) and a highly successful Burns Night proposed and jointly run by locals. Highly pleasing was feedback received at our January 1st 'Survivors' Brunch' including comments such as '...I didn't know who my neighbour was until today' and 'the Hall is bringing our community closer together.' We also used some events to raise money for Thames Hospice, our local hospice and one our community has a close interest in.

That all said, we have had significant capital outlay including redecorating the Hall and replacing most of its flat roof. Increasing use of the Hall, while welcome, also reinforces the need to ensure that we are able to continue to manage and sustain it as intended. We are not far-off needing paid staff to run operations though this eventuality may be delayed as - pleasingly – we are seeing more local volunteers emerging who want to get engaged to help. We will need to continue to spend to both cope with 'wear & tear' that more regular use brings and ensure we can deliver against ever evolving and diverse use by the community. After running a pilot for a weekly, Friday morning café in April, it proved so successful that Trustees have run it on seeing it developed into a place where local traders can market their goods and locals can also buy essential, basic groceries. It has brought new faces into the Hall, volunteers to staff it, plus attracted donations to Hall funds (as well as a large TV for the bar) all of which goes to the heart of why the Hall was bequeathed in the first place.

3. Bray Village Hall Treasurers Report (to year ending 31st March 2025)

The year has been another busy one for the hall with all of our normal activities continuing strongly, rental income was up 3.5% with fund raising profits after costs up 60% on the previous year. The result being total income generated of £44,620 against £37,526 for the previous 12 months an uplift of 19%. Expenditure was up (mainly due to £9,500 spent on replacing two flat roofs) at £48,907 against £32,115 for the previous 12 months.

¹ The nearest equivalent is Bray's Sports & Social Club albeit it is a smaller facility on the village's edge, drawing on a much wider community including from outwith the Parish and is not a registered charity.

The end result being a deficit of £4,287 against a surplus of £5,411 the previous year.

The bank balance decreased from £27,886 to £23,599 for the same period last year.

Letting revenue together with fundraising is still looking good for the current 12 months, with Friday coffee mornings in the Bar proving very popular and providing another revenue stream. We estimate revenue to be a lot higher than expenses for the year 25/26.

4. House Report

Main works up until end March comprised:

- Replacement of flat roofing.
- Permanent installation of Skynet superfast broadband as a trial.
- Completion of an outside area for bar seating and tables.
- Replacement of main front doors and security lighting, plus additional lighting to the courtyard.
- Upgrade of the bar room electrical system.
- Repair to kitchen units damaged by leaking roof.
- Repairs to existing lavatories and removal of redundant hall ducting.

Looking ahead, the lavatories need complete refurbishment and addition of air extraction to meet building regulations. Oven aside, the kitchen will also need complete refurbishment soon and major infrastructure spend is envisaged for areas of the hall behind the stage and bar.

5. Fundraising Report

Fund raising has been largely covered above and due to strong hiring, exceptional sums from both the village fete bar and several well-attended events, plus more regular revenue from smaller events, it was not felt necessary to approach the Parish Council for another grant. However, significant anticipated capital spend, and increases in utility costs, reinforces the need for increased revenue still, and Trustees intend to launch a 'friends of the Hall scheme' to offer certain benefits in exchange for small monthly direct debits, plus seek corporate sponsorship for major refurbishments.

6. Health and Safety Report

There were no serious health & safety issues albeit now that the mains security systems have been upgraded safety testing can be undertaken for appliances and sockets. Annual fire safety checks were completed.

7. Election of Committee and Officers

All existing Committee Members and Officers stood down and the following people re-elected to be Trustees as follows:

- Chairman – Ian Jenkins
- Dep Chairman/Treasurer – Mike Charleton
- Richard Bailey
- Melanie Gordon
- Suzanne Cross – Parish Council Rep
- Amanda Proctor
- Sheena Jenkins - Secretary

Additionally, Sheena Jenkins was re-appointed as a Trustee with the role of Secretariat and Ops Support. The Chairman gave notice that he intends to stand down in one year having held the role for some seven years.

Trustee Mrs Filipczak-Korczak did not attend but has stood down as a Trustee over a disagreement over the Hall's governance and management. The Chairman explained to the meeting that Joanna's concerns were related to its last Charity Commission written Charter produced in 1971 with which she believed we were non-compliant. Moreover, her assertion was discussed with her in and out of committee and that her view was not shared by the other Trustees or legal advice previously given.

The Trustees wish to acknowledge the commendable work Mrs Filipczak-Korczak did in her time as trustee, especially for the Hall's Centenary and in taking the initiative to re-establish the village fete and wish her well in future endeavors.

A summary of how the Hall's governance and management is currently conducted and evolving is at Appendix 2. It remains based on its 1971 Charter and provides the guiding principles that drive how the hall is managed. St Michael's Church will now also be represented on the Trustee Board and is a welcome addition strengthening the mutual support given by both.

8. Questions from the Public.

- Mr Graham asked if the Chairman was prepared to speak with the Fete Committee in January to propose how the Hall might help hold the fete in 2026. The Chairman said that he and other Trustees would indeed meet with the Fete Committee in January to discuss the next Fete.
- Mr Parkinson (Jr) asked if the Trustees should consider retaining Mrs Filipczak-Korczak given the energy and passion she could offer. The Chairman said that her resignation letter (handed to all attending) by her husband was just that, and it was probably timely for her to stand down now, albeit it would be inappropriate to say more. Amanda Proctor also explained that although Joanna has ostensibly 'resigned' the same day as the AGM, all trustees were in any event currently required under the 1971 Charter to stand down at the AGM pending re-election.
- Mr Graham asked if the trustees should update the 1971 governance charter as it also seemed risky if all trustees were to leave at the same time without re-election, leaving the Hall with a wholesale loss of experience in one go. The Chairman agreed and explained that succession planning is now part of the Trustees responsibilities, plus that the four slides on hall governance and management (Appendix 2) were produced as part of such a process and that this should complete in the new year.

- Mrs Graham asked why electricity costs were now so high. The Treasurer explained that aside from a hike nationally, an old electricity supply had been discovered feeding the bar and bar room extension for which we had not hitherto been billed. Both now had coolers and air conditioning running and once a power supplier had been identified to own the supply, it was upgraded to be safe and billing started again, albeit we were not – thankfully – required to make any back payments.
- Mr Parkinson (Jr) stated that the Cricket & Social Club had a much higher bill than the hall and asked if we paid VAT. It was explained that we did, but as a registered charity, at a lower rate.
- Finally, Mrs Graham remarked that while she had not been able yet to be a regular hall café attender, when she had, that it had a really good community feel about it and wished to thank all of the trustees for their hard work in general, a comment most gratefully received.

9. Trustees Declaration

The AGM ended at 7:07pm. The Trustees are satisfied that this record correctly reflects the position of the Hall and its management at the time of meeting.

I P Jenkins

Chairman
Bray Village Hall Trustees

Appendices:

1. Public Attendees
2. BVH Governance & Management Summary (in accompanying attachment)

Appendix 1

Bray Village Hall AGM 27th October 2025

Members of the Public Present

Mr and Mrs Crane-Lees

Mr Filipczak-Korczak

Mr and Mrs Graham

Mr M Parkinson

Mr C Proctor

Mr and Mrs Shannon

Bray Village Hall			
Management Accounts for the 12 months to	31/03/2025		31/03/2024
INCOME			
Casual	13110		12941
Permanent	12447		11732
Total Rental Income	25557		24673
Dances/Functions/Fund raising	14577		7638
Bar	2900		2400
Sundry			205
Grants	1433		2610
Interest	153		
Total Income	44620		37526
EXPENDITURE			
Electricity	3424		985
Gas	1662		1900
Water	1415		1040
Telephone	695		652
postage/stationery	160		170
Repairs/Maintenance	22676		12913
Cleaner	4020		4030
Rates/Insurance	1623		1584
Advertising			
Broadband	126		503
Fund Raising	7920		3499
Sundries	2726		2439
Letting officer	2460		2400
Total Expenditure	48907		32115
Surplus/(Deficit)	-4287		5411
Bank Balance	23599		27886

22/23 Breakdown of Repair and Maint

11/04/22 Berkshire Home Improvements	Windows deposit	£1,471.50
12/04/22 Paul Smith	S/F Cellar door and remedial work	£961.63
27/04/22 Paul Smith	Bar doors internal + external	£2,505.00
28/04/22 Veolia	Bin	£101.76
18/05/22 Excel Flooring	Bar Floor panels	£2,636.84
30/05/22 Veolia	Bin	£64.85
30/05/22 Paul Smith	To fit Bar Floor	£4,312.00
07/06/22 Berkshire Home Improvements	Windows	£4,414.50
28/06/22 Veolia	Bin	£68.63
28/07/22 Veolia	Bin	£94.56
03/08/22 Paul Smith	S/f kitchen door, Bar Fan work + painting	£1,355.00
30/08/22 Veolia	Bin	£84.20
12/09/22 Paul Smith	Restoration of Window frames	£2,174.00
28/09/22 Veolia	Bin	£1.92
28/10/22 Veolia	Bin	£61.56
28/01/23 Veolia	Bin	£62.81
28/12/23 Veolia	Bin	£83.58
10/01/23 Chubb	Service	£299.70
30/01/23 Veolia	Bin	£61.66
20/02/23 S Durrant	Elec Repair	£35.00
28/02/23 Veolia	Bin	£69.12
03/03/23 Paul Smith	Bar Redecoration	£935.00
28/03/23 Veolia	Bin	£77.78
28/03/23 Four Seasons Amenitys	Tarmacing Courtyard	£4,740.00
28/03/23 Paul Smith	Gates/Fencing	£750.00

Contribution towards the Bins -£435.00

Total £26,987.60

22/23 Breakdown of Sundries

03/05/22	Keys	£19.80
30/05/22	Keys, Hand Towels Toilet Rolls	£137.98
28/06/22	Paper, Bin Bags	£33.36
04/07/22	Web hosting site	£68.00
30/08/22	Piano Tuner, Bleach, Hand Towels, Toilet Rolls	£107.67
09/09/22	Printing	£50.00
26/09/22	Bar tables and Stools	£359.94
30/09/22	Diary, Bleach, Paper Towels, open evening drinks	£151.99
31/10/22	Bleach	£5.25
24/11/22	RBWM Premises licence	£70.00
28/11/22	Toilet Rolls, Paper Towels, Printing, Tea Urn, Gifts	£200.29
05/12/22	Xmas Tree	£70.00
05/12/22	Shot Glasses	£56.17
05/12/22	Bowls, storage boxes for kitchen, cluster lights	£189.55
05/12/22	Kitchen items	£52.19
08/12/22	Prints and frames	£156.40
20/12/22	Toilet Rolls, Lock, Xmas gifts + vouchers	£131.99
12/01/23	Door Handle	£26.12
30/01/23	Hand Towels, soap, bags, Trustees Meal, Rad screen	£354.93
06/02/23	Cutlery and storage boxes	£90.80
22/02/23	Cushions, + covers, sample paint lights for the Bar	£264.99
27/02/23	Fridge, Bar Camera, Toilet Rolls, bleach, battery's	£298.28
10/03/23	Bar floor lamps, tea lights large cushions	£245.81
20/03/23	Cushions + plastic container	£33.68
27/03/23	Keys + wi-fi booster	£44.49
28/03/23	Hand towels, toilet rolls, mouse trap	£100.13
		£3,319.81

Independent examiner's report to the trustees of the Village Hall at Bray

I report to the trustees on my examination of the accounts of the Village Hall at Bray for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity trustees of the Trust, 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; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

Signed:

GlynisLCrane-Lees

Glynis Crane-Lees

FCA BFP Chartered Accountant

Lavender House
Fishery Road
Bray
Berkshire
SL61UP

Date:

24 September 2025