

IVER HEATH VILLAGE HALL COMMITTEE

Minutes of Annual General Meeting Held on 20th October 2020

PRESENT

Mrs C Mowat- Chairman & Booking Secretary
Mrs S Wilson - Treasurer
Mrs S Moffat- Secretary

Mrs J Beale, Mrs P Roberts, Mrs S Lidgate, Mr B Lidgate, Mr John Fox, Mrs Carol Fox, Mr Les Brewer (Drama Club), Caroline Streuli (Drama Club), Carol Campling (Drama Club),

APOLOGIES –

Mrs G Williams and Mr D Adlam (now moved away from Iver Heath)

1. MINUTES OF AGM HELD ON 15th OCTOBER 2019

The minutes were agreed and signed as a true record of the meeting.

2. CHAIRMAN'S REPORT: Claire Mowat

What a strange year! Despite being closed for several months there is much to report.

In terms of maintenance we have had our ups and downs.

We have parted company with Nick Beresford after the tarmac problems but Sue W has made contact with a local maintenance person who may be interested in the post.

We have a new contract for grounds maintenance with Matty's and we hope that this will keep the site tidy and well looked after.

We spent a great deal of time looking a new entry system but the logistics seem to have got the better of us. However, our intercom for the Church Room is now repaired thanks to Peter Stanhope from Iver Volunteers.

I hope you agree that the new blinds look nice and we await the projector from James.

In the circumstances we did not have a new management plan this year but our focus will be wi fi and arranging a 5 year electrical inspection.

Karen made good use of the time during lock down and we had the opportunity to give the hall a deep clean. She is continuing to be extremely flexible in her hours and working around our lets to be sure that cleaning takes place between hirers. As we report each year we are very lucky to have her.

Lettings have also been up and down. We were fortunate to have the income from the film company in the new year and we received nearly £4000 from them.

We have lost Cheeky Monkeys which is our largest letting, however we have had interest from a mother and daughter who wish to start another pre-school. They will need OFSTED registration so we do not anticipate this starting until after Easter.

Sticky Fingers, Keep Fit, baby massage, the Mission and our ladies groups have not yet started back. Drama and Iver Singers are not full time and naturally we have no party bookings. Our income will clearly be reduced this year.

I was delighted to welcome Carol and Caroline as bookings assistants in February. They were certainly thrown in at the deep end and the first few weeks comprised of organising refunds. They are doing a great job and are happy to continue this in a voluntary capacity.

We were not able to advertise for our admin assistant until recently so, in the circumstance, Sue W and I decided that we should offer to stand for election for another year. The good news is that we have 26 applicants for the post. If we appoint we can gradually pass over our duties to them.

Thanks to Sue Wilson we did receive the £10,000 grant from the government and thanks to her hard work and diligence she will report that our finances remain in healthy for the time being.

We managed to hold our bingo evening just before lockdown and thanks to Pat we raised funds for the hall and we were able to make a donation to Iver Volunteers from our raffle. It would be nice to think that we may be able to hold another one in the spring.

Finally, thank you to the committee for supporting the hall during the year. The charity depends upon your role and we could not function without you.

Looking ahead

It is difficult to predict what is ahead for us next year. It would be wise not to plan for any large projects, but instead to keep the hall safe and secure as a facility for the community.

3. TREASURER'S REPORT

Sue Wilson report:-

Income – Income has increased from £29848 in 31-8-19 to £34206 at 31-8-20. The increase is due to a discretionary rate relief of £1000 and a £10000 grant from government to assist village halls during Covid-19.

Payments – Total payments this year are slightly down, £19678 compared to last year, £221025, largely due to closure of the Village Hall during Covid-19 lockdown this year and the closure of the pre-school nursery.

Overall the accounts are looking healthy this year with a total in the bank increasing from £57806 to £72334 but must bear in mind the loss of income from Pre-School nursery not operating, reliance on volunteers and future expense of employing a part-time admin assistant.

4. ADOPTION OF ACCOUNTS

Sue Wilson presented the accounts which were proposed by Claire Mowat and seconded by Pat Roberts, and unanimously adopted.

Please see accounts as attached. Pat and Janet offered to check the bank accounts.

The Chairman and members expressed their thanks to the Treasurer for all her hard work.

5. ELECTION OF COMMITTEE

a) Groups (5 members required)

Heathway Ladies – Gwen Williams

Iver Heath Ladies – Pat Roberts

Drama Club – Les Brewer

Sticky Fingers – Janet Beale

Pre-school nursery – Vacancy

b) General Public (7 members required)

C Mowat, Sue Wilson, Sylvia Lidgate, Bill Lidgate, John Fox, Carol Fox.

Jan Jemmet (need to check she wishes to stay) N.B. D Adlam has now resigned as moved away from Iver Heath but still happy to come back and help with the Bingo.

Carol Campling and Caroline Streuli will consider being a member.

Regards appointments (c) and (d), Bucks County Council and South Bucks District Council no longer exist as now part of the new unitary **Buckinghamshire Council**. However, it was agreed that IHVH Committee would still like a representative and Claire will ask Cllr Luisa Sullivan if she would like to join.

c) Bucks County Council representative

Bucks CC representative as automatically part of this Committee according to the Trust Deed. (See above).

d) South Bucks District Council representative

South Bucks District Council representative as automatically part of this Committee according to the Trust Deed. (See above).

e) Iver Parish Council representatives (2)

Cllr C Woolley plus vacancy as Bill is no longer a parish councillor. (Chris will ask if any parish councillor would like to join)

f) St Margaret's Church

Reg Gould (retired). Sue M to ask Revd Montgomery if he would like to join the Committee.

6. ELECTION OF OFFICERS

Chairman: Mrs C Mowat

Treasurer Mrs S Wilson

Booking Secretary Mrs C Mowat with Carol Campling and Caroline Streuli volunteering to help.

Maintenance Officer Mrs C Mowat (John Fox offered to help Claire when required).

(Admin Secretary, paid staff, non-elected Mrs S Moffat)

7. ANY OTHER BUSINESS

- Claire has read in the Iver Parish Council Minutes of the Neighbourhood Plan that IHVH site was mentioned. Chris will ask the Parish Council if IPC have any designs on the site as IHVH Committee would want to be involved.
- IH Residents Association are organising 12 Advent Windows around the Village. It was agreed to have a display in the Village Hall window which the Drama Club have kindly offered to organise. It was agreed that IHVH Committee will contribute towards the cost of the display.

8. ITEMS OF NEXT MEETING 2020/21

The next AGM will take place at 6 p.m. on Tuesday 19th November 2021 at Iver Heath Village Hall.
The date of the next Management Committee meeting is 6pm on Tuesday 20th November, 2020

A big vote of thanks was made from members to Claire and Sue W for all the work they have done for IHVH, especially this year during the Covid-19 lockdown.

The meeting closed at 6.40pm.

THE NEW VILLAGE HALL, IVER HEATH
Registered charity No 300285

Receipts and Payments Account
(General Purpose Fund)

Year Ended 31 August 2020

Year to 31-08-19

Year to 31-08-20

Income Receipts:		£		£
Rents Receivable	27474		22227	
Fund Raising	2330		1938	
Grant – Iver Parish Council	0			
Grants –	0		10000	
Donations	0			
Interest Receivable	44		41	
Telephone Receipts	0			
TOTAL RECEIPTS	29848		34206	

Direct Charitable Expenditure:				
Capital Building costs	2600		0	
Fundraising expenses	828		778	
General Maintenance of Hall	4470		5915	
Lighting & Heating Costs	3260		4192	
Rates & Water Rates	580		1321	
Staff Costs & Honoraria	7119		5573	
Insurance	1305		1328	
Sundry Expenses	712		571	
Fees				
	20874		19577	
Other Expenditure:				
Postage & Stationery	101		57	
Telephone Charges	50		44	
TOTAL PAYMENTS	21025		19678	
Net Receipts / (Payments) for the year		8823	14528	
Less Unreconciled cheques/receipts + pc		0	0	0
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Bank and Cash balances at 31 August 2019				
Current a/c		50400		64888
Deposit a/c		7406		7446
total		57806		72334

IVER HEATH VILLAGE HALL MANAGEMENT COMMITTEE
Registered Charity No. 300285

Notes for AGM

Current Financial Position (assuming all bills paid/income banked to 31 August 2020)

See attached accounts

Main points to note:

1. Much reduced income due to Covid but before that our lettings were up on the previous year. Reasons for this were the let to Cheek Monkeys nursery and the increase in fees
2. Cleaning costs are reduced due to lack of lettings but this year cleaning costs will increase in relation to extra cleaning required for covid secure requirements.
3. Energy costs are increased due to nursery letting. We should not expect a reduction in energy costs as so far decrease in lettings has been over summer months.
4. No regular maintenance costs paid this year (Kingshill property)
5. Postage much reduced due to email for bills but also lack of invoices.
6. Water rates have caught up with low bills last year (noted in last years accounts)
7. Grant received (£10,000) from government to help village halls due to Covid.
8. All bank books, statements etc available for inspection and signed off by P Roberts and J Beale. No issues raised.

Signed..... S Wilson ...Date.....20 October 2020