

St John's Village Hall Charity number 302777

Minutes of Annual General Meeting - Held on Monday 11th April 2022

The Chair, Anna Fitzmaurice, opened the meeting at 8PM via Zoom.

Present at the Hall:

Anna Fitzmaurice (AF), Chair of Trustees Committee
Emily Rowley,(ER) Booking Officer Village Hall
Carolyn Wood (CW), Parish Church Representative, Trustees Committee
Amy Bridges(AB), Pre-School Representative, Trustees Committee
Erica Butler (EB) Treasurer Village Hall

Members of the public on Zoom - nil

Quorum: 5 people – meet

Apologies: Gary Harrison, Table Tennis Club Representative, Trustees Committee
Duane Poppe, Parish Council Representative, Trustees Committee. General public: Jane Banks

1. **Minutes of last AGM on 28th June 2021** – the minutes were reviewed, and proposed by Amy B that they be approved as presented, and Emily R seconded the motion. The motion was passed.
2. **Matters Arising** - there were no matters arising from the previous minutes.
3. **Chairperson's Report** – see attached report
4. **Treasurer Report 2021**– Erica B delivered a comprehensive 2021 financial report. See attached
5. **Booking Officer report** – see attached report
6. **Reports from User Groups**
 - **Church PCC:** Rev Carolyn Wood was in attendance & nothing to report
 - **Table Tennis Club:** Anthony Shepherd announced as the TT representative to the committee.
 - **Ringwould with Kingsdown PC:** Duane Poppe absent -nothing to report.
 - **Pre-School:** see attached report
7. **Election of New Community Member Trustees** –Current Trustees agreed to take legacy roles.
8. **AOB** BT engineer on Wed for line fault. AF organised. Requests chair use outside if of Hall considered if not conflicting with Hall bookings.

There being no further business, the meeting was ended by the Chair 8.55.

Next AGM be conducted on Monday 16th March 2023

A Fitzmaurice 13th April 2022

Chairman's report Saint John's Village hall

AGM Monday 11 April 2022

CHAIR REPORT

With the lifting of COVID restrictions, the hall had a good year continued to be patronised by a number of regular user groups.

These included Tai Chi, Cubs and Beavers, Table tennis, and Kingsdown Garden Society, and of course Pre School. Our understanding is that the Cubs and Beaver Leadership is going through some changes, so we felt was not appropriate to sequester anyone in a trustee in 2021/2022 from them. Should the school hall reopen to third Party's again, the Cubs and Beavers may no longer be regular paying user group. We wait to see.

The Trustees continued to hold regular monthly meetings in the lower hall, give users in the main Hall often by Zoom, given the COVID climate.

The trustees functioned without a secretary this year, but we are short on members to help facilitate proper functioning of the hall and we are interested in local villagers who can support with secretarial activities. We would also like gardening support if possible.

We had mentioned at the last AGM that *this year was to be the 70th anniversary of the hall, and the trustees will be making plans and seek ideas from the public as to how they would like to celebrate this milestone.*

With the pending Queens Jubilee, as well as an extra bank holiday, we waited to see what other activities have occurred so we don't potentially clash with these, so we may do something later in the year.

This however would require village support.

An idea that the trustees had, but can't facilitate without an extra pair of hands, would extend to something such as a "bake off" competition or an "art competition" with complimentary teas and coffees being served in the hall. We welcome any suggestions from the attendees today/in future under any other business section later in the meeting.

Activities and events this year:

Since the AGM in held in June 2021, we had a clean-up day in July which saw the garden outside and outback have some attention with support from locals, pulling out the weeds, dusting and cleaning and doing some TLC in the Hall.

It poured with rain that day, which made us realise we had an issue with the flat roof over the entrance and side, and we then undertook to have several contractors assess what was required given the age and state of the L shaped roof that wraps around the Gables.

As regular summer bookings took shape again, we engaged with a regular cleaner for a cleaning schedule with new cleaner who is local to the village.

We supported the Heritage Day on 11 September 2021, provided some historic information available to the public and had approximately 16 people visit in total.

The small internal wooden picket fence had seen its last days, and this was replaced with a new fence in September.

The new fire alarm system was also installed in the first two months of 2022, as it had suffered water damage in the past, and required a complete rewire and reinstall of a new system. We also completed the repairs on the L shape roof but this won't show financially until 2023 AGM for 2022 accounts.

END of REPORT

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Village hall AGM- April 2022

Preschool report

Good evening, everyone!

Since the last AGM we have had a wave of covid amongst staff and children, a broken boiler, a new roof, new fire system, staff sickness, and we've started recruiting again!
It's been busy and this Easter break was needed!

The covid restrictions within education have been lifted slightly so we have been inundated with visits from new families, and current families taking up more sessions.

Our current roll from Easter is 41 children across the week. We started with 21 in September.

We have a waiting list of children wanting to start from sept.

We have 19 children leaving us this July moving on to Kingsdown Primary school with the further 22 continuing their preschool journey for another year or more.

We are still waiting for our second inspection from Ofsted and with this in mind Jacqui and I have spent our Contain Outbreak Management funding grant (COMF)

This grant was for £1432. The idea of the COMF grant is to help settings recover from the pandemic by purchasing resources where services can be delivered in a safe way, preventing COVID-19 transmission and helping settings to stay open. We have purchased some beautiful new resources for the children but also used the money for staff training on outdoor learning and first aid in children's well-being.

So, if you are passing the preschool, you may see the children playing outside in all weathers with some lovely new equipment.

We have been fortunate to get the full funding allowance from KCC, from April. meaning we now get the full 17p per child/ per hour increase. This takes us to £4.31 per child/per hour for our funded children.

Our current fees are £6 for 3- & 4-year-olds and £6.25 for 2-year-olds.

Over the past year we have raised £6,870 in fundraising events. We've had a children's marathon, The village Halloween trail, The xmas raffle, The xmas tree at The Rising Sun and we were lucky enough to be chosen to be the captain's charity for Walmer & Kingsdown golf club, this raised £4,014 on its own. To say thank you to the golf club we then held a Race night, which was a ticketed event on 2nd April. We had over 70 people attend but unfortunately not a lot of support from the village.

This Saturday 16th April we are holding our annual Easter egg trail again, after a 2-year break. Its always a fabulous day so please come along with your families or if you are able to provide a cake for our refreshments table that would be fabulous. I will be at the school hall from 10am Saturday.

Golf club: £4,014

Xmas raffle: £592

Marathon build: £172

Halloween trail £292

Race night- £1,300

There is no update to us moving to our new building yet. We have come up against a hurdle with the lease, This is currently in the hands of the solicitors, and we have another meeting to discuss it on 20th April. We do not see there being an issue getting the lease its just taking a lot longer than expected. Our Planning permission expires in July so work will start before then. But no big plans are set to start until at least 2024. We have now registered the land with the charity commission, so I am now slowly working on consolidating both charities into the new one. We will then be Ofsted inspected on the new building once built.

There are still no grants available to us as we don't fit the criteria, but we are constantly looking and applying and will keep everyone updated as needed.

- Build total at present is: 38,784.79

Can I take this opportunity to thank the village hall trustees? It is a thankless task being a volunteer, especially with our own families and work commitments but we are so lucky to have such a fabulous team running the hall and keeping it open. Thankyou.

Any questions?

BOOKING OFFICER REPORT

Overall in 2021, our booking calendar seems to have recovered quite strongly from Covid.

Obviously, due to lockdown and closures in the first half of the year, Preschool were our only constant booking through to May and we were/are very grateful for their continued presence and support.

It's important for the minutes to note that as everything reopened again in June/July time, we came under fire because we could no longer honour the commitment made by the previous committee to hold slots for some of the groups that had been in the diary before the pandemic began.

Some of the groups such as Table Tennis and Tai Chi confirmed that they would be returning but we took the decision that we couldn't "hold" slots for groups especially as we had others desperate to fill those slots.

Also due to Covid, the school was not comfortable to reopen for external bookings so we have rehomed (as such) some of their regular bookings.

The Beavers, Cubs and Scouts joined us from June 21 onwards and are booked until the summer.

Gardening Society joined us from October 21 and are booked until July 22 (revisit decision in July but may be booked till Dec....)

Note the Conservation Group joined us in March (postponed from Feb) and are getting back to their usual schedule.

I understand that the school hall is planning on reopening soon so I am currently working with these groups to book in their 2022 bookings. They are very satisfied with the hall and their only concern is lack of parking and the storage for the chairs (which we are addressing) BUT they have praised the clean hall and the friendly team.

It is also important to minute that the WI no longer have their meetings at the village hall. Due to new Ofsted safeguarding regulations, we were no longer able to offer them their old slot of 2.30 on a Monday as the preschool are now legally required to have sole use of the hall during their booked sessions.

We offered the WI other slots (holiday times, weekends, evenings) but they chose to permanently move all their meetings to Ringwould Village Hall. We are sad to see our relationship end but understand that they have had to do what they feel is best for their members.

Other groups

We welcomed back Pat Kliff for tutoring in the Summer holidays and she was so busy that she kept adding more days and filled almost every day

Table tennis started back in July and have slowly increased their numbers as more people felt more comfortable coming out again. They would like to add some more dates as they become available.

I would like to work out an occupancy rate but it is tricky with Covid, I will work on producing and publishing one for the 12 months across years. July 21 to June 22

Kingsdown Village Hall AGM

Income & Expenditure Statement

Reporting Period 1 January 2021 to 31 December 2021

Income		
2021 Bookings	£2,817.00	Adjusted for 2022 pre-payments
Pre School	£10,466.00	
Other	£15.75	
Grants/Donations Received	£18,793.72	Grants received from DDC
Total Income 2021	£32,092.47	
Expenditure		
Utilities (Gas, Electric, Water)	£2,460.72	
Refunds	£149.00	
Memberships & Licences	£243.78	Music licence and ACRE membership
Cleaning	£812.78	
Sundries	£251.48	Cleaning products, lightbulbs, toilet rolls, oil for hall floor
Website, Domain & Broadband	£774.17	
Maintenance & Refurbishment	£4,591.16	
Insurance	£722.68	
New Fence	£1,169.00	
New Fire Alarm	£810.00	Deposit. Balance due in February 2022 when work complete
Total Expenditure 2021	£11,984.77	
Opening Balance	£33,282.83	
Total Income minus Total Expenditure	£20,107.70	
Closing Balance	£53,390.53	

Kingsdown Village Hall AGM - Financial Statement
1 January 2021 - 31 December 2021

Opening Balance: £33,282.83

Date	Notes	Income	Expenditure	Further Notes
07/01/2021	Phone/Broadband		-£52.49	
12/01/2021	Utilities		-£20.76	
19/01/2021	Utilities		-£20.35	
28/01/2021	Utilities		-£38.44	
05/02/2021	Phone/Broadband		-£52.91	
08/02/2021	Utilities		-£21.46	
12/02/2021	Other		-£45.54	
12/02/2021	Other		-£29.49	
15/02/2021	Utilities		-£20.35	
22/02/2021	Pre-School	£380.00		
01/03/2021	Maintenance		-£767.51	
02/03/2021	Utilities		-£43.40	
08/03/2021	Utilities		-£52.49	
09/03/2021	Grant	£6,193.29		
09/03/2021	Grant	£4,000.00		
09/03/2021	Grant	£600.43		
10/03/2021	Utilities		-£20.76	
15/03/2021	Utilities		-£20.35	
25/03/2021	Pre-School	£1,500.00		
30/03/2021	Utilities		-£50.83	
01/04/2021	Utilities		-£148.39	
07/04/2021	Phone/Broadband		-£53.31	
09/04/2021	Utilities		-£19.38	
12/04/2021	Booking	£63.00		
30/04/2021	Utilities		-£48.53	
04/05/2021	Pre-School	£4,104.00		
07/05/2021	Phone/Broadband		-£58.00	
07/05/2021	Maintenance		-£2,185.00	
07/05/2021	Maintenance		-£40.00	
17/05/2021	Other		-£31.38	
17/05/2021	Pre-School	£78.00		
20/05/2021	Booking	£50.00		
24/05/2021	Booking	£50.00		
01/06/2021	Booking	£144.00		
01/06/2021	Booking	£50.00		
01/06/2021	Refund	£15.75		
03/06/2021	Utilities		-£22.15	
03/06/2021	Utilities		-£98.00	
07/06/2021	Phone/Broadband		-£56.15	
09/06/2021	Utilities		-£37.84	
14/06/2021	ACRK		-£52.00	
14/06/2021	Other		-£24.48	
15/06/2021	Booking	£75.00		
18/06/2021	Booking	£165.00		
18/06/2021	Booking	£50.00		
22/06/2021	Other		-£24.48	
28/06/2021	Music Licence		-£95.89	
28/06/2021	Insurance		-£722.68	
29/06/2021	Utilities		-£70.93	
29/06/2021	Other		-£22.68	
29/06/2021	Cleaning		-£75.00	
01/07/2021	Booking	£62.50		
06/07/2021	Utilities		-£912.03	
06/07/2021	Phone/Broadband		-£59.73	
16/07/2021	Grant	£8,000.00		
22/07/2021	Pre-School	£32.00		
26/07/2021	Maintenance		-£220.00	
26/07/2021	Cleaning		-£120.00	
28/07/2021	Utilities		-£64.23	
05/08/2021	Phone/Broadband		-£64.56	
06/08/2021	Utilities		-£45.17	
16/08/2021	Booking	£455.00		
18/08/2021	Pre-School	£32.00		
24/08/2021	Maintenance		-£195.60	
27/08/2021	Booking	£132.00		
31/08/2021	Utilities		-£41.96	

Kingsdown Village Hall AGM - Financial Statement
1 January 2021 - 31 December 2021

Date	Notes	Income	Expenditure	Further Notes
01/09/2021	Other		-£34.90	
01/09/2021	Booking	£50.00		
07/09/2021	Phone/Broadband		-£54.85	
07/09/2021	Maintenance		-£797.05	
08/09/2021	Cleaning		-£126.32	
09/09/2021	Utilities		-£46.67	
13/09/2021	Booking	£68.75		
15/09/2021	New Fence		-£1,169.00	
21/09/2021	Booking Refund		-£89.00	
21/09/2021	Booking	£68.75		
24/09/2021	Booking	£25.00		
27/09/2021	Pre-School	£4,320.00		
28/09/2021	Utilities		-£51.40	
28/09/2021	Booking	£57.75		
01/10/2021	Booking	£87.00		
04/10/2021	Booking	£50.00		
05/10/2021	Utilities		-£28.65	
05/10/2021	Cleaning		-£127.50	
06/10/2021	Phone/Broadband		-£67.73	
07/10/2021	Other		-£17.23	
07/10/2021	Booking	£63.00		
08/10/2021	Utilities		-£46.67	
08/10/2021	Booking	£252.00		
13/10/2021	Maintenance		-£336.00	
18/10/2021	Booking	£12.00		
22/10/2021	Booking	£47.25		
28/10/2021	Utilities		-£70.31	
01/11/2021	Booking	£50.00		
05/11/2021	Phone/Broadband		-£69.25	
05/11/2021	Booking	£123.00		
08/11/2021	Pre-School	£8.00		
08/11/2021	Pre-School	£12.00		
08/11/2021	Booking	£17.00		
10/11/2021	Utilities		-£94.57	
11/11/2021	Other		-£6.00	
11/11/2021	Other		-£15.30	
18/11/2021	Website		-£120.00	
22/11/2021	Booking	£52.50		
25/11/2021	Booking	£75.00		
26/11/2021	Booking	£78.00		
29/11/2021	Utilities		-£47.76	
30/11/2021	Utilities		-£73.48	
01/12/2021	Booking	£37.50		
02/12/2021	Booking	£21.00		Pre payment for 2022
06/12/2021	Phone/Broadband		-£65.19	
08/12/2021	Utilities		-£45.17	
14/12/2021	Booking	£87.00		Pre payment for 2022
29/12/2021	Music Licence		-£95.89	
29/12/2021	Maintenance		-£50.00	
29/12/2021	Utilities		-£47.76	
30/12/2021	Utilities		-£90.48	
30/12/2021	New Fire Alarm		-£810.00	
30/12/2021	Pre-School Refund		-£60.00	
04/01/2022	Cleaning		-£266.46	Accrual
04/01/2022	Cleaning		-£97.50	Accrual
13/01/2022	Booking	£306.00		Accrual
		£32,092.47	-£11,984.77	

Closing Balance:

£53,390.53