

Barton Village Hall Management Committee
Minutes of Annual General Meeting
9th May 2024

Present

John Roberts - Chairman
Keith Whitwell - Treasurer
Rita Winters - Hon. Secretary
Jenny Archer - Elected
Gill George - Barton Players
Julia Leafe - WI
Carol Still - Carpet Bowls
Ron Kennedy - Dixieland CMC
Keith Knight - Shillington & District Camera Club
Jenny Archer - Elected
Brian Stoten - Elected

This was the AGM for 2024 and was a public meeting. There was only one member of the public present - Carolyn Cullen.

Minutes

The Minutes of the previous AGM were circulated and accepted as correct.

Matters Arising

The annual accounts had been amended following the AGM as agreed.

It was noted that the on-line booking system was now well established and seemed to be working well.

A questionnaire had been circulated throughout the village as mentioned at the previous AGM and the chairman would be commenting on this later in the meeting.

The problem of use of the car park by the general public was still ongoing.

Correspondence

The secretary had received no correspondence relating to the AGM. However it was noted that there had been complaints by telephone and verbally regarding anti-social behaviour in the car park. This was an on-going problem and was the subject of discussions with the parish council and doctors surgery.

Finance Report

Keith Whitwell circulated copies of the annual accounts for 2023 which had been audited by Helen Rose and confirmed as correct.

He also gave his report on the figures (attached). It was noted that there had been a loss for the year but this was due to the large expenditure that had been required for the new boiler plus redecoration, new chairs and tables and other improvements to the village hall during the past year.

The annual accounts were accepted unanimously (proposed by Ron Kennedy seconded Jenny Archer).

Booking Officer's Report

In the absence of the Booking Officer no formal report was available. It was again confirmed that the new on-line booking system was working well and bookings were continuing at a good level. It was noted that recent redecoration and improvements to the hall had been well received by hirers. It was also confirmed that our hiring charges were at a competitive level to other local venues.

Chairman's Report

John Roberts started his report by thanking everyone for attending. He was pleased to welcome some new members to the committee and Carolyn Callen from the parish council.

John felt privileged to act as Chairman of the Village Hall Committee for the past year. His predecessor Tom Chinnery had reported at last year's AGM that 2022/2023 had been an interesting year. John felt that 2023/2024 had been even more interesting.

The year had started well. The new on-line booking system had been well received and several matters identified in the village hall questionnaire last year had been attended to. In particular – thanks to a 50% grant from Central Beds Council – we had managed to purchase new chairs and tables to replace the old plastic furniture and had been able to have the main hall floor stripped and repolished to a high standard.

Unfortunately there had also been some major problems during the year which had caused great expense. In particular just before Christmas the main hall gas boiler had broken down and temporary heating arrangements had to be made. Eventually a new boiler was purchased and fitted just in time for Barton Players Christmas production.

There had also been further recent problems following the discovery of an asbestos issue. Initially it was thought that this problem would be very expensive to treat but following a specialist survey it now appeared that the cost of the work would not be as horrendous as initially feared.

Following a recent inspection by the fire services there had also been some large expenditure required to update our fire safety systems and this work was now being attended to.

John was optimistic for the future of the village hall and hopeful that it would attract more bookings for the community. He had noted for example that the village Helping Hands group had set up a community café as a regular monthly meeting. There was also going to be a new Community Garden on the land adjacent to the village hall and this could provide another amenity for hirers of the hall.

John finished by thanking all the regular hirers who continued to use the village hall and the committee members for their support of the village hall. He mentioned in particular Keith Whitwell and Rita Winters the current treasurer and secretary and also the booking office Rachael Bowie and the new maintenance and cleaning team Keith Badham and Keith Bowie.

Any Other Business

As already mentioned there was some concern about anti-social behaviour around the village hall and in particular in the rear of the car park and on land adjacent to the doctors surgery. This was being discussed with the parish council and the local police.

It was confirmed that the new Community Garden adjacent to the village hall had now been completed and would be open to the public for a visit on 19th May from 2.00-4.00pm. Further planting would take place over the next few weeks. The construction had caused some disruption to the use of the car park but it was generally agreed that the new garden was an asset to the village. Everyone hoped it would be a great success.

Election of new committee

Under the terms of the Village Hall Trust Deed all committee members retired at the AGM and the new committee was formed. As there were no new candidates for election to the committee it was agreed by unanimous vote that the present membership would continue for the next year.

Keith Whitwell advised that he would be retiring next February and therefore a new treasurer would be required from that date.

As previously discussed at the last monthly committee meeting, Keith Badham, Keith Bowie and Rachael Bowie could not be listed as trustees of the village hall as they were paid on a regular monthly basis for services provided to the village hall. Discussions were ongoing with the Charity Commission regarding possible amendments to the village hall Trust Deed.

Jenny Archer pointed out that her alcohol licence would expire shortly and therefore another member of the new committee would be required to obtain a licence as soon as possible.

The new committee was as follows:

John Roberts - Elected
Keith Whitwell - Elected
Rita Winters - Elected
Jenny Archer - Elected
Carol Still - Carpet Bowls
Julia Leafe - W.I.
Gill George - Barton Players
William Rudd - Barton Parish Council
Ron Kennedy - Dixieland
Keith Knight - Shillington & District Camera Club

The AGM would be followed by the first normal monthly committee meeting at which time the officers of the committee would be formally elected.

Date of first meeting

The AGM closed at 8.20 pm and was followed by the normal monthly committee meeting.

Notes for the AGM 9th May 2024

Income

- 1) Hall hire at £35,671 was £3,681 ahead of 2019, our last year before the Covid interruptions and closures.
- 2) A full year's contribution of £4,351 was received from the surgery for use of the car park.
- 3) Grants at £4,351. Though not actually received, I accrued for the subsequent grant of £3,998 from Central Beds. Council to show both the cost and the income from the purchase of new chairs. The other £200 was received from the parish council to facilitate the purchase of some CCTV equipment.

Expenses

- 1) Services at £18999 covered monies paid to Maureen Turner, Keith Bowie, Keith Badham, Rachael Badham and the gardener for caretaking, booking officer and gardening services.
- 2) Maintenance and Repairs at £3,922 covered many items. The major ones being decorating materials for the foyer, LED lighting, roof inspection, a replacement window, tree removal vacuum cleaner, a storage shed for the lawn mower and cleaning materials.
- 3) Water, Gas, Electricity, refuse collection and broadband costs were all incurred during the course of the year as shown.
- 4) Miscellaneous at £20,602 included these major items
New tables and chairs £7,997
New boiler £11,260
Hygiene services £554
Contribution to the road maintenance fund £500

General

- 1) Having to have a new boiler and the 50% contribution to the tables and chairs contributed to a deficit for the year of £7,948. Without those two items we would have recorded a surplus of £7,948
- 2) The accounts have been audited by an independent examiner and her report is here.

Barton Village Hall registered charity no:308187
Income and expenditure account
for the year ending 31st December 2023

	Note	2023	2022
		£	£
Income			
Hall Hire	1	35,671	22,638
Car Park Rental Income		4,351	4,034
Fund Raising		0	0
Grants		4,199	6,315
Interest		211	84
Donations		27	301
Transfer from reserves		0	0
Total Income		<u>44,459</u>	<u>33,372</u>
Expenses			
Services		18,999	18,942
Maintenance Repairs		3,922	4,398
Insurance		2,014	1,808
Water		471	416
Gas		1,445	2,774
Electricity		1,827	1,998
Refuse Collection		1,342	1,247
Broadband		316	320
Committee Expenses		0	0
Staff Telephone		0	0
Postage		0	0
Electrical, Gas & Fire Testing		418	735
PRS		543	330
Licences		156	180
Miscellaneous		20,602	4,904
Auditors fees		100	100
Depreciation		250	250
Total Expenses		<u>52,407</u>	<u>38,401</u>
Surplus/Deficit for year		-7,948	-5,028

Barton Village Hall registered charity no:308187

Statement of Assets and Liabilities

as at 31st December 2023

	Note	2023 £	2022 £
Fixed Assets			
Land and Buildings		136385	136,385
Equipment	2	12621	12,871
		<u>149006</u>	<u>149,256</u>
Current Assets			
Debtors		8936	4,944
Treasurers Bank Account		6086	6,858
Fund Raising Bank Account 1		14025	17,814
Fund Raising Bank Account 2		0	0
Special Projects Account		0	0
Cash in Hand		165	165
Bowls Club Loan		29	679
		<u>29241</u>	30,459
Liabilities			
Deposits received in advance		1362	0
Creditors		5631	514
		<u>6993</u>	<u>514</u>
Net assets		<u>171253</u>	<u>179,201</u>
Represented by:			
Revaluation reserve		12000	12,000
Accumulated fund	3	159253	167,201
		<u>171253</u>	<u>179,201</u>

Approval of accounts

We approve the above financial statements and confirm that we have made available all relevant records and information for their preparation.



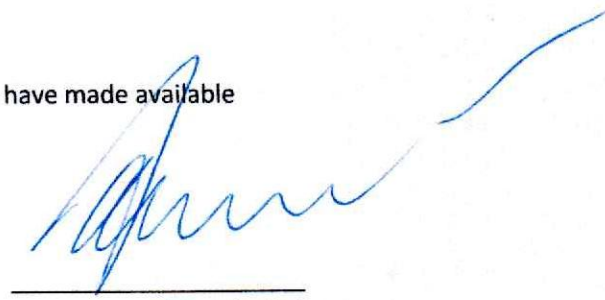
Mr. K Whitwell

Treasurer



Mrs. R Winters

Secretary



Mr. John Roberts

Chairman

Barton Village Hall registered charity no:308187

Notes to the accounts

for Year ending 31st December 2023

	2023	2022
	£	£
1 Hall hire		
Monies received in the year	40,124	22,293
Outstanding fees b/f	-4,675	-3,877
Outstanding fees c/f	1,584	4,675
Deposits received in advance b/f	0	0
Deposits received in advance c/f	-1,362	0
Refunds in the year	0	0
	<u>35,671</u>	<u>23,091</u>
2 Equipment		
Cost		
Brought forward	35,546	35,546
Additions	0	0
Disposals	0	0
Carried forward	35,546	35,546
Depreciation		
Brought forward	22,675	22,425
Charge for year	250	250
On Disposals	0	0
Carried forward	<u>22,925</u>	<u>22,675</u>
Net book value		
Carried forward	12,621	12,871
Brought forward	12,871	13,121
3 Accumulated fund		
Brought forward	167,201	<u>172,056</u>
Surplus(deficit) for the year	-7,948	-4,855
Carried forward	159,253	167,201



Section A

Independent Examiner's Report

Report to the trustees/
members of

Barton Village Hall

On accounts for the year
ended

31.12.23

Charity no
(if any)

308187

Set out on pages

attached

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

Responsibilities and
basis of report

As the charity's 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

20.4.23

Name:

Helen Rose

Relevant professional
qualification(s) or body