


Minutes of Management Committee Meeting		
Date: 27-May-25	Time: 1930hrs	Location: RVH Brammer Room
Attendees:	Hugh Stoddart (C), Chris Wagstaff (VC), Glenis Wyatt (T), Robert Stevenson (BS), Iain Walton (S), Suzanne Goss, Steve Reddish, Tony Stephens, Joanna Storr, Geoff Storr, Tricia Harman (Flower Club), Martin Smith (Chair, Ravenshead Parish Council), Rob Hurst, Nicola Devine (at end as item 8.0 being discussed).	
Apologies:	Joanne Scrivins, Chrisi Neeson, Trevor Davy (U3A)	



Item	Meeting Minute	Action By
<b>1.0</b>	<b>Apologies</b>	
1.1	Apologies were received from Joanne Scrivins, Chris Neeson and Trevor Davy (U3A).	
<b>2.0</b>	<b>Opening remarks and welcome from Chairman</b>	
2.1	Hugh Stoddart, Chairman, welcomed everyone to the meeting and thanked them for attending. The purpose of the AGM is to present and adopt the report and financial accounts for the last financial year.	
<b>3.0</b>	<b>Minutes of previous AGM held on 7-May-24</b>	
3.1	Copies of the previous AGM minutes, dated 7-May-24, were available at this AGM and had previously been emailed to all committee members on 7-Jun-24.	
3.2	The 7-May-24 AGM meeting minutes were agreed to be a true and accurate record by those members who were present. Proposed by Chris Wagstaff and Seconded by Steve Reddish.	
<b>4.0</b>	<b>Treasurer's Annual Report and adoption of audited accounts to 31-Dec-24</b>	
4.1	<p>This year General Operations has shown a profit of £2,600. The rent charged to Abbey Gates School for 15 car park spaces was increased to £2,331.</p> <p>There was an overall increase in expenditure of £2,766. Utilities were up by £4,621 but repairs/renewals were down by £4,714. Cleaning (including waste removal) was up by £566 and Insurance was also up by £976, partly due to an additional amount of £414 for 2023 charges in January.</p>	

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	<p>Work done to the hall includes electrical testing and compliance works of £1,909 and roof repairs of £940.</p> <p>The bar made a profit of £15,310.</p> <p>In relation to fund raising we were given donations of £193 and we raised £792 from two fundraising events.</p> <p>Capital expenditure includes: haze machine for the stage of £462; stage equipment of £479 and gardening equipment of £135.</p> <p>The Hall made an overall profit of £17,639.</p>	
4.2	The financial accounts were adopted by those present. Proposed by Rob Hurst and Seconded by Robert Stevenson.	
4.3	Hugh Stoddart, Chairman, thanked Glenis Wyatt for her hard work and diligence in producing the financial accounts.	
<b>5.0</b>	<b>Chairman's Annual Report</b>	
5.1	<p>I am pleased to present this annual report which is complementary to the financial statements that you have already seen and approved. This will, however, be my last report as I stand down as Chairman after eight years. As usual, the committee has worked hard over the past year to ensure that the Village Hall continues to be run in an efficient manner to provide a facility which is truly at the heart of the village.</p> <p>In many communities the village hall is run and owned by the Parish Council, but not in our case. The PC has the Leisure Centre under its ownership and as we are a registered charity there would be problems with the Hall coming under the PC's control. We do however work closely with the PC and are particularly proud to be involved in joint ventures. We host the annual Armistice Day event which is very well attended and last Christmas' village lights switch on event had perhaps the most people ever in attendance. A fantastic afternoon for all the villagers who turned up. We also held our first Family Halloween Disco and my thanks go to Steve Reddish, Tony Stephens and Marie Eynon-Freeman for dressing inside and outside the hall with ghosts and ghouls. A fantastic event which was very well received by all present.</p> <p>Next year will be a notable anniversary of the adoption of the name 'Ravenshead' for the village and I hope we can hold an event at the hall to celebrate the 60th anniversary. We shall, of course, be celebrating our own Diamond Anniversary in 2028, which will soon be upon us, and I am sure that we can celebrate in style and will have by then achieved then some of the necessary upgrades to the hall.</p> <p>We joined the Rural Community Action Nottinghamshire (RCAN) group a year ago and this has proved to be extremely useful in terms of knowledge and assistance in</p>	

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	<p>running a Village Hall which has helped to improve and add to our policies. This is also a great source of funding which we are exploring on a regular basis.</p> <p>A big thank you to Glenis Wyatt for all her work as Treasurer. As you have heard, we continue to be in a healthy financial position. However, grant applications will need to be made as we progress plans to improve the heating, ventilating and cooling systems in the hall. The boiler is 22 years old and the heating infrastructure is the original dating back to 1968. The roof will also need replacing at some point too. Thank you to Tony Stephens who does a fantastic job in maintaining the hall and doing the small 'handyman' jobs we would otherwise need to pay someone to do. It is much appreciated.</p> <p>The Hall is well used and my thanks go to Robert Stevenson for all the hard work he does as the Booking Secretary and subsequent invoicing, an essential role making sure the hall has the required income. His Music at the Hall events are also a key aspect of bringing in income through the raffle and bar sales.</p> <p>Our running costs continue to increase, in particular the gas and electricity costs, but we are still able to provide a valuable village facility at a reasonable price. We continue to monitor the markets for the best prices and strive to keep any cost increases as low as possible. We have no external funding and so, as a registered charity, we need to operate the Village Hall as a business and make a profit to enable us to continue investing in the building and services we provide.</p> <p>My particular thanks go to Iain Walton, our secretary. His predecessor, Karen Goodwin did a very good job in tabulating our procedures etc, and Iain has taken that to the next level with the implementation of procedures / policies, etc., which are so essential to the day to day operation of a facility such as this. Iain, along with the current Vice Chairman, Chris Wagstaff, have also been responsible for our involvement with RCAN and for researching possible sources of funding and the options available which we will very definitely need at some stage in the future.</p> <p>Despite including regular requests in the Ravenshead Newsletter for villagers to come forward to help run the hall and volunteer only a couple have come forward this year. I can only assume that the village is happy with the way the current committee runs the hall.</p> <p>We are only the current custodians of the hall, and I thank the current committee for all your time you give so freely to help run the hall for the benefit of the village. When I was appointed chairman in 2017 my aim was to form a sustainable, workable and efficient body which would meet the statutory requirements of a registered charity but at the same time that group would work together collectively and with enjoyment on the tasks ahead of us and I hope that I have been able to achieve that. It is a very</p>	

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	rewarding experience to volunteer and I hope that in the coming years more volunteers come forward.  Thank you.	
5.2	On behalf of the committee, Robert Stevenson thanked Hugh for his time and commitment over the past eight years in his role as Chairman...and hopes he enjoys his leaving gift.	
5.3	Martin Smith (Chair, RPC) thanked Hugh personally for his eight years as Chairman in guiding the RVH Committee and providing a very well used facility for the village.	
<b>6.0</b>	<b>Election of Trustees and Honorary Officers</b>	
6.1	The following nominations were received by the deadline of 30-Apr-25:  Chairman - Chris Wagstaff  Vice Chair – Suzanne Goss  Treasurer - Glenis Wyatt  Booking Secretary - Robert Stevenson  Secretary - Iain Walton	
6.2	All present agreed that the Honorary Officers be elected in the positions stated above for the period to the 2026 AGM. There were no objections.	
6.3	All present agreed that the Trustees shall be: Hugh Stoddart, Chris Wagstaff, Glenis Wyatt, Robert Stevenson, Iain Walton and Marjorie Eyre for the period to the 2026 AGM. There were no objections.	
<b>7.0</b>	<b>Election of Committee Members</b>	
7.1	The following nominations were received by the deadline of 30-Apr-25:  Joanne Scrivins  Tony Stephens  Steve Reddish  Chrisi Neeson  Joanna Storr  Geoff Storr	
7.2	All present agreed that the nominees above be elected as Committee Members for the period to the 2026 AGM. There were no objections.	

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7.3	Hugh Stoddart thanked previous committee members for all their hard work and welcomed them to continue as volunteers on the bar as and when their time allows.	
<b>8.0</b>	<b>User Group Remarks</b>	
8.1	Chris Wagstaff explained that there were plans to improve the building over the coming years. The heating system is the original dating back to 1968 and a new heating/ventilation/air-conditioning system is required. The roof, toilets and theatre lighting also needs upgrading. Further asbestos removal is required to enable further works to be carried out, such as works to the domestic water system to mitigate legionella, new entrance doors and works in the boiler room.	
8.2	Chris Wagstaff advised he had attended a seminar on grants etc. and the committee will be making submissions to help with funding the required upgrades.	
8.3	Martin Smith (Chair, RPC) stated that solar panels on the Leisure Centre are hoping to be installed and will provide feedback to RVH.	
8.4	Martin Smith (Chair, RPC) was keen to join forces with RVH to celebrate the 60 <sup>th</sup> anniversary of the naming of Ravenshead, in June 2026. Martin Smith suggested that this would be a big celebration.	
8.5	Patricia Harman (Flower Club) thanked the committee for all their hard work and said that the majority of the village don't know how much time is put in to run a hall like this. Having volunteered herself it is very evident that it is a very time intensive role.	
8.6	Martin Smith (Chair, RPC) thanked Steve Reddish and Marie Eynon-Freeman for their time in planting the flowers in the pots around the Village Hall and said they looked superb and very colourful. Martin Smith offered to provide some bulbs from the Parish Council to be planted in the hall grounds.	

**RAVENSHEAD VILLAGE HALL**

**REPORT AND FINANCIAL STATEMENTS FOR**  
**THE YEAR ENDED 31 DECEMBER 2024**

Treasurer: Mrs G Wyatt  
5 Tideswell Close  
Ravenshead  
Nottingham  
NG15 9EX

Tel: 01623 796851

**RAVENSHEAD VILLAGE HALL**

**REPORT AND FINANCIAL STATEMENTS FOR THE YEAR  
ENDED 31 DECEMBER 2024**

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**ACCOUNTANTS REPORT ON THE UNAUDITED  
FINANCIAL STATEMENTS OF THE RAVENSHEAD VILLAGE HALL**

We have examined the Income and Expenditure Account for the year ended 31st December 2024 and Statement of Assets and Liabilities as at that date.

In our opinion, these properly present the receipts and payments for the year and the assets and liabilities at the year end.

**WATSON KNIPE**

10 Milton Court  
Ravenshead  
Nottinghamshire  
NG15 9BD

Date: .....



## **THE RAVENSHEAD VILLAGE HALL**

### **TREASURERS REPORT FOR THE YEAR ENDED 31ST DECEMBER 2024**

This year General Operations has shown a profit of £2,600.

The rent charged to Abbey Gates School was increased to £2,331.

There was an overall increase in Expenditure of £2,766.

Utilities up by £4,621.

Repairs/Renewals down by £4,714.

Cleaning (including Waste removal) up by £566.

Insurance up by £976- partly due to an additional amount of £414 for 2023 charges in January.

Work done in the Hall includes the following:-

Electrical work                      £1,909

Roof repairs                              £940

The Bar made a profit of £15,130.

Fund Raising- We were given donations of £193 and we raised £792 from two fundraising events.

Capital Expenditure- Includes the following:-

Haze machine	£462	Gardening equipment	135
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Stage equipment	£479		
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Therefore the Hall made a profit of £17,639.

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Mrs G Wyatt

Treasurer

Date: .....

**THE RAVENSHEAD VILLAGE HALL****INCOME & EXPENDITURE ACCOUNT FOR YEAR ENDED 31ST DECEMBER 2024****GENERAL OPERATIONS**

	<b><u>2024</u></b>	<b><u>2023</u></b>
<b><u>INCOME</u></b>		
Hall lettings	30,055	30,689
Bank interest	580	435
Rent - car park	2,331	2,193
Raffle from Music at the Hall	2,615	1,972
Misc	0	62
	<u>35,581</u>	<u>35,351</u>

**EXPENDITURE**

Cleaning	8,751	8,185
Light, heat & water	11,236	6,615
Repairs & renewals	2,732	7,446
Insurance	4,258	3,282
General expenditure	3,243	1,946
Gardening	895	785
Phone/wifi/website	1,032	996
Raffle	549	437
Misc	24	340
Card charges	261	183
	<u>32,981</u>	<u>30,215</u>

**OPERATING PROFIT/(LOSS)**

<b><u>2,600</u></b>	<b><u>5,136</u></b>
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**BAR TRADING**

Takings	30,017	31,958
Less; purchases	-14,887	-15,715
<b>Surplus on bar trading</b>	<b><u>15,130</u></b>	<b><u>16,243</u></b>

**DONATIONS & FUND RAISING (Defib)**

Donation	193	10,000
Fundraising	1,108	2,004
Less; Fundraising expenses	-316	-195
	<u>985</u>	<u>11,809</u>

<b><u>2024</u></b>	<b><u>2023</u></b>
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**SUMMARY OF INCOME & EXPENDITURE**

General operations	2,600	5,136
Bar trading	15,130	16,243
Donations & fund raising	985	11,809
<b><u>SURPLUS/(DEFICIT) FOR THE YEAR</u></b>	<b><u>18,715</u></b>	<b><u>33,188</u></b>

**CAPITAL EXPENDITURE**

Kitchen refurbishment	0	16,423
Haze machine	462	0
Hedge trimmer	135	0
Stage equipment	479	0
	<u>1,076</u>	<u>16,423</u>

**THE RAVENSHEAD VILLAGE HALL****STATEMENT OF ASSETS & LIABILITIES AT 31ST DECEMBER 2024**

	<u>2024</u>	<u>2023</u>
Total bank balances at 31st December 2023	118,204	101,439
Overall surplus/(deficit) for the year	<u>18,715</u>	<u>33,188</u>
	136,919	134,627
Less: capital expenditure	<u>-1,076</u>	<u>-16,423</u>
	<u>135,843</u>	<u>118,204</u>

Bank balances as at 31st December 2024:-

Current account	99,068	80,959
Savings account	41,045	40,465
Misc account	18	18
Cheques not cashed	-4,288	-3,282
Cash in hand (bar)	<u>0</u>	<u>44</u>
	<u>135,843</u>	<u>118,204</u>

**OTHER ASSETS**

Amounts due from lettings (debtors)	1,418	3,236
Stock of drinks in bar	1,500	2,485
Bar float	600	600
Raffle stock	80	200
Land and buildings at cost	29,520	29,520
(For insurance purposes the buildings are valued at £1,300,000).		
Stage lighting and PA sound equipment	21,000	21,000
(For insurance purposes the lighting and sound equipment together with other contents of the hall are valued at £150,000).		

**OTHER LIABILITIES**

Accounts payable (creditors)	<u>0</u>	<u>0</u>
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