

Chetnole Village Hall

Management Committee

Annual General Meeting

Monday 19th May 2025 at 7:00 pm

Chetnole Village Hall

Present from the committee

Gwen Adair [GA] (chairman)
Aly Kozowyk [AK] (treasurer)
Jeff Shipp [JS] (secretary)
John Head [JH]
Jim Aldhouse [JA]
Blair Sibun [BS]
Andrew Wellstead [AW]
Paul Hodgkinson [PH]
Andy Jolliffe [AJ]



Chair

6/5/2026

Apologies from the Committee

Apologies from the Villagers

Ruth Sanford, James Troup.

Present from the village

Jackie Sibun, Janet Wood, Ian Wood, Ruth Rose, David Rose, Michelle Wellstead, Rob Howell, Karen Howell.

Minutes from the previous meeting

The Chair reviewed the previous meeting minutes.

Matters arising from the Minutes

1. Village hall's electricity consumption
A large outgoing for the village hall is its electricity bill. The following two areas were considered as places where improvements could be made:
 - a. Immersion heater
A water heater timer / controller was installed to help reduce power consumption. Note – during the year the immersion heater failed and had to be replaced.
 - b. Solar power
No grants available from government at this time. This may not be efficient due to the alignment of the roof. This is not forgotten, and will be revisited if funding becomes available.
2. Hall audio system
This involves replacing our rather old PA system with a modern one, possibly using Bluetooth technology.
Not followed yet up. Investigation TBD.
3. Hall video system
This would involve installing a video projector. It may be expensive to implement given the height and shape of the ceiling, and its underlying structure. If a permanent video projector were installed, we would have to consider getting a TV licence to cover the hall should anything be displayed from live TV or BBC iPlayer etc. Further investigation is required.

Chairman's Report

The report from The Chairman is included in Appendix 1 – Chairman's Report

Treasurer's Report and accounts for the year ending 31st of December 2024

The report and audited accounts are included in Appendix 2 – Treasurer's Report

The Treasurer reported financial matters as healthy. Refer to the appendix for the full report.

The audited accounts report was distributed and questions were invited from the floor.

Ian Wood queried the lower cost of insurance (approximately half) compared to the previous year. Aly explained that this was due to 2024's insurance premium being paid in December 2023 rather than in the following January, as in the previous year.

Village Hall Maintenance

Hall maintenance ticked along in 2024. The main thing that was tackled was replacing the immersion heater and associated controller, as described previously in matters arising. However, recently hall maintenance activity has increased significantly. Paul reported the following:

1. Exterior redecoration

The redecorating task on the hall frontage has turned out to be a much larger job, as rot was discovered in the fascia boards, which had to be replaced. Also, a small section of one of the purlins had to be replaced due to rot.

Work on redecorating the sides of the building is ongoing at this time.

The exterior decoration of the rear (north facing) end of the building will be tackled at a future date.

2. Hall electrics

A full report in the hall electrics was commissioned. Its findings revealed some non-safety related issues that have now been resolved.

New house lighting has been installed. The now redundant LED house lights have been redeployed to replace the identical but faulty LED stage lights. The lighting control system for the stage and house lights has been improved.

3. Interior decoration

The interior of the hall needs redecoration. This has been costed, but at this time there is insufficient hall funds available to go ahead with this. We are currently attempting to raise funds to cover this.

4. Fire extinguishers

The fire extinguishers have recently been replaced by Andrew W.

Election of the Management Committee

The chairman reported that Jim Aldhouse has decided to stand down as a committee member. Jim has been an invaluable member of the team, and shall be sorely missed.

Also, a big thank you to Barbara Wallace who stepped down from the committee during 2024.

Andy Jolliffe was welcomed to the committee as a new member.

A vote of thanks was given for all the work committee members had carried out during the year.

- The attendees were asked to vote for the current committee members for the following year.

Jackie Sibun proposed and Janet Wood seconded the committee members to be elected.

The committee was elected.

Open Forum

The main points covered were:

1. Flower boxes

Janet Wood complemented the committee on the flower boxes outside at the front of the hall. Blair, who tends them, pointed out that one of the boxes had been damaged by the builders. A makeshift repair has been made that helped to hide the damage.

2. Lighting during stage events

Ian Wood commented that the stage lighting is often much brighter than the house lights, which leaves the audience in relative darkness.

This situation has been partially caused by issues with the overall lighting system, which has recently been resolved. Also, individual performers sometimes prefer bright stage lighting with the audience in darkness.

3. Dogs in the hall during coffee morning

Rob Howell requested that dogs be allowed into the hall during Wednesday's coffee morning.

It was explained that this issue had been debated recently in a committee meeting. After much discussion, it was decided that the ban on allowing dogs in the village hall should remain, except for on duty guide dogs and other assist dogs.

The prime reasons behind the decision were:

- Hygiene concerns
The hall is used for Pilates and Yoga floor exercises.
- Mission creep
Once allowed in for coffee morning we may have problems keeping them out of other activities.
- Behaviour
Not all dogs are well behaved.
- Nervousness around dogs
Many people are nervous around dogs, and should not be subjected to them against their will at coffee morning.

During fine weather tables could be placed outside the hall to enable those with dogs to be with them.

The matter of allowing dogs in the hall at coffee morning may be revisited at some point in the future.

4. Advertising the hall's funding appeal

Jackie Sibun asked whether the advertising for the Hall's crowdfunding appeal will be extended to leaflets.

Jeff confirmed that leaflets will be produced. A draft of such a leaflet was handed to Jackie to look at. This is something that is up for discussion at the regular committee meeting that is scheduled immediately after the AGM.

5. Hall musical performances

Ian Wood suggested that the repertoire of musical styles performed at the village hall be extended to include classical.

Jim replied that can be rather costly, but would be happy to look into it.

Perhaps one of the local schools (Leweston?) could put on a performance.

Any Other Business

None.

A meeting date for the next AGM will be advised.

The meeting closed at 7:55pm.

Appendix 1 – Chairman's Report

Welcome and thank you for coming along on this lovely evening.

As I say each year, I would like to start by thanking everyone on the Committee for all their hard work ensuring that this Hall continues to thrive. It is a true team effort, most of which happens out of sight and often unrecognised. Your Committee give up a huge amount of their time to support the running of the Hall. Everybody on the Committee pulls their weight.

They are all a pleasure to work with and it makes my role as Chair extremely easy. Please put your hands together to show your appreciation.

We had a successful ArtsReach season, and we are proud to be part of this excellent organisation. ArtsReach is one of the most active Arts group in the country and allows us to host some fantastic, varied and sometimes challenging artists. We will be continuing to support ArtsReach and will be attending their annual programme event on Thursday, where we will choose the performances that we would like to host next year. We are able to select 6 acts and are then allocated 2/3 from our preferences, where possible. We retain a maximum of 15% of the ticket sales as well as the funds raised from the bar.

We have also continued with our Jazz and Music Cafes. These events are the backbone of the fund raising that we do in order to keep the Hall running.

The balance we strive achieve is to keep the Hall "modern"; WIFI, card payments at events and online booking but still retain the charm of the Hall.

I know we have had other suggestions such as a bigger fridge/freezer. As I said last year we do consider each one on their merits and even if it is not immediately implemented we keep a note of them, on the back burner. Often it is a case of use versus cost.

We are very grateful to the Fete & Flower Show, the Coffee Morning ladies and the Parish Council for their ongoing support and donations.

Without spoiling the upcoming reports we do have a significant schedule of works to make sure that the Hall is good for another 80+ years and the expenditure is going to the largest we have needed to spend in some years.

While we have built up sufficient reserves to cover the work scheduled so far, we are now looking at grant funding, crowdfunding, as this allows us to approach a number of corporations for matched funding and various community "chests" to meet those costs, while retaining sufficient emergency funds.

Finally, I want to say "hello and goodbye". We are delighted that Andy Joliffe has joined the committee, and he has already been put to work!

Sadly, it is also time to say goodbye to Jim Aldhouse, who has been a stalwart of the committee in recent years. He has helped us book a number of the Jazz/Music café acts and has been one of our regular bar stewards!

Appendix 2 – Treasurer’s Report

Chetnole Village Hall 2024 YEAR TREASURER’S REPORT

I have once again prepared our accounts this year, as we were informed by our former accountant at Norris and Fisher that there is no need to employ an accountant for our level of income and expenditure. Very many thanks to Mal Prodger for looking everything over again this year.

For the 2024 year, the village hall's reserves opened at a total of £15,270 and closed at £16,629 at the end of the year — an increase in funds held of £1,359 during 2024 (last year at the AGM I reported a decrease of £2,878 during 2023, so we're pleased with this improvement). Our total income for the year was £9,433 compared with £8,136 in 2023, and our expenditure was £8,167 compared to £1,165 in 2023 (when we had higher electricity bills, a new fridge, cooker and emergency lighting). Of this £16,629 reserve, we held £10,236 in our deposit account and £97 in petty cash.

In 2024 we made a profit of approximately £2,670 from 9 events such as Artsreach and Jazz cafe, as well as a quiz night and curry lunch (last year was about £1,500 from 8 events). These events continue to be very popular and worthwhile. Hiring of the hall brought in slightly less this year at £2,629 compared to £2,903 in 2023. We'd like to thank those that made donations to the village hall; this year our gratitude to Flower Show and Coffee Morning, and to those villagers who generously donate yearly.

We are happy with our reserves going in to 2025. So once again we will keep our hourly charges unchanged at £7.50 per hour for any hirer, any time. This is really terrific value, but our Declaration of Trust states that our village hall is for the use of the inhabitants of Chetnole and the neighbourhood, and we are pleased to be able to continue to offer the hall for hire for this low fee.

All the books are available, in case anyone wishes to review them or ask any questions. Thank you.

**Alison Kozowyk
Treasurer**

2024 Accounts

Chetnole Village Hall Income and Expenditure account For the year ended 31st December 2024

| <u>Income</u> | <u>2024</u> | <u>2023</u> | <u>Expenditure</u> | <u>2024</u> | <u>2023</u> |
|---------------------|----------------------|----------------------|--------------------------------|----------------------|-----------------------|
| Hire of hall | 2629 | 2903 | Cleaning | 1478 | 1472 |
| Events | 5994 | 3566 | Utilities | 1343 | 3320 |
| Donations | 810 | 1087 | Insurance | 661 | 1297 |
| Grants | 0 | 581 | Licenses | 262 | 405 |
| Miscellaneous | 0 | 0 | General maintenance | 360 | 296 |
| Total Income | <u>£9,433</u> | <u>£8,136</u> | Hall refurbishment/repairs | 120 | 2068 |
| | | | Events catering | 2110 | 1260 |
| | | | Artsreach | 1214 | 492 |
| | | | Printing, postage & stationery | 0 | 0 |
| | | | Advertising & web | 619 | 205 |
| | | | Donations | 0 | 26 |
| | | | Miscellaneous | 0 | 105 |
| | | | Accountancy | 0 | 220 |
| | | | Total expenses | <u>£8,167</u> | <u>£11,165</u> |

FUNDS RECONCILIATION

| | |
|-----------------------------|-----------------|
| Bank current account | |
| Balance at 1st January 2024 | 5,030 |
| Income for the year | 9,433 |
| | <u>14,463</u> |
| Expenditure for the year | (8,167) |
| Balance at 31 December 2024 | <u>£ 6,296</u> |
| Bank deposit account | |
| Balance at 1st January 2024 | 10,116 |
| Interest | 120 |
| Balance at 31 December 2024 | <u>£ 10,236</u> |
| Cash account | |
| Balance at 1st January 2024 | 125 |
| Income received | 0 |
| Expenditure | (28) |
| Balance at 31 December 2024 | <u>£ 97</u> |

SUMMARY OF GENERAL FUND


| | |
|-----------------------------|-----------------|
| Balance at 1st January 2024 | 15,270 |
| Income for the year | 9,433 |
| Net petty cash movement | (28) |
| Interest | 120 |
| | <u>24,796</u> |
| Expenditure for the year | (8,167) |
| Balance at 31 December 2024 | <u>£ 16,629</u> |
| Represented by: | |
| Current account balance | 6,296 |
| Deposit account balance | 10,236 |
| Cash in hand | 97 |
| | <u>£ 16,629</u> |

These Income and Expenditure accounts for the period ending 31st December 2024 were prepared from the Bank Statements, books and records kept by the Treasurer and are in accordance therewith.

Signed & dated
Treasurer

 7.3.25

I have looked at the above mentioned accounts for the period ending 31st December 2024 and confirm they are in accordance with the Bank Statements and books kept by the Treasurer.
Signed & dated

 21/3/25