

CLAXTON AND CARLETON ST PETER VILLAGE HALL COMMITTEE

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 5th AUGUST 2020

TO BE APPROVED AT THE 2021 AGM

Present: Julia Kaye, Lesley Hamblin, Mike Balmer, Robert Ellis, John Garcia, Adrian Gidlow

Apologies: Sarah Carter, Andrew Mussell and Mary Button

Others present: Judy Jackson, Peter Skipper, Janice Dix and Rosie Gidlow

The minutes of last AGM held on 11th July 2019, having been previously circulated, were read, agreed and signed.

Chairs Report:

Julia began by welcoming everyone to the AGM, including members of the public.

She thanked all committee members, particularly Mike and Lesley for their continued support throughout the year. She also thanked Jo Bissonnet and said how sorry she was to see her leave the committee. Jo's Art classes had also ended due to lack of numbers.

Julia said that during her time as Chair she had sought a better relationship between the Village Hall and Social Club. She had attended a joint meeting with the Social Club last year and it had been agreed that limited progress had been made. She hoped that in the future the two could work closely together.

There was now more insulation in the loft, thanks to Robert and Mike. She hoped that this may reduce oil consumption.

There had been another photographic competition this year, resulting in the calendar which was sold to raise funds for the Village Hall. She thanked Jo and David Bissonnet for organising this. However, there was not as much interest as in previous years and it had been decided to take a break for now.

The refurbishment is still underway. The cleaning of the carpet tiles was in the process of being arranged when Coronavirus struck and this had to be put on hold. Now the Hall is up and running again it is hoped the refurbishment will resume.

The 200 Club too has had to be put on hold due to Coronavirus. Julia thanked Mike for organising this and said it was a great fundraiser.

During the year, the Pilates class run by Jenna has proved to be very popular. But along with the Yoga class is currently not running. It is hoped that both classes will restart in September.

Another 50/50 Auction was held in September. This was very disappointing and involved a lot of work for not much income, so it is not intended to do it again.

In February we held our first winter quiz. Mike was the quizmaster and the Community Café ladies produced the supper. This was enjoyed by all and it is hoped will be repeated when allowed.

The Community Café is held on the second Tuesday of every month and was very popular until it had to close and attracts many friends from neighbouring villages too.

Julia thanked everyone who helped to get the Hall reopened. There were a lot of guidelines which had to be considered to ensure Covid safety. She thanked the Social Club – Robert Ellis, Andrew Mussell, Peter Skipper and Jim Bradley for their cooperation.

Julia confirmed that she is now stepping down, had enjoyed her time as Chair and was looking forward to continuing to contribute.

Lesley presented her with a plant to show thanks and appreciation for all her hard work and dedication over the six years she has been Chair.

Treasurer's Report

This report covers the period from 1 June 2019 to 31 May 2020.

Mike Balmer had circulated the full financial statement for the year and, earlier, the full transactions list for the year (bank and cash).

The balances as of **31 May** were:

BALANCES AT →	<u>31/05/2020</u>
Current Account	£952.84
Unpresented cheques	-£128.00
Unbanked cheques/cash	£0.00
Improvements Account	£6,000.00
200 Club Surplus 2019-20	£0.00
Cashbox	£198.96
TOTAL	£7,023.80

"REGULARS"	
1 JUNE 2019 - 17 MARCH 2020	
PUNSHON	216.00
COMMUNITY CAFE	192.00
YOGA	256.00
SOUTH NORFOLK COUNCIL	300.00
ART GROUP	120.00
PILATES	176.00
GAMES NIGHT	216.00
CORNERSTONE CHURCH	72.00
	1,548.00

On **Income** hire charges from individual users and groups were £113 higher than the previous year. A breakdown of income from the more regular users up to lockdown is set out in the box to the right, above.

The rent from the Social Club covers a whole year. The 50/50 Auction was not a huge success though having two Quizzes a year seems popular as well as lucrative. We made a small surplus on the calendar but will skip that in 2021 as it is a lot of work for not much reward. Solar panel income was on a par with the previous year.

The cheque for £149.99 from the Social Club for their 50% share of licences and PAT testing has now been banked. We received £13.46 from Amazon Smile. Only a couple of Trustees have signed up. If more did so it could be a significant source of income going forward.

The small amount of cash held by Jo Bissonnet at lockdown has now been received.

We made £326.84 annual profit from the **200 Club** (up to March 2020) which was moved across to our main account at the time. Mike has delayed starting this year's Club as there is no obvious location or event at which to draw the monthly numbers. Without the Community Café there is also nowhere to sell the numbers.

On **Expenditure** we spent more on electricity during the year, even though the Hall was mothballed for the last 10 weeks of the year, as well as more on heating oil. We reduced our insurance premium by adjusting the excesses due on any claims. There was little one-off expenditure this year, unlike in 2018-19.

We have re-issued two cheques which had expired. One to the Social Club for £100 for repairs to the alarm system last November, and the January 200 Club winner's cheque of £28 (Sue Viney).

Electricity consumption

The lockdown provided us with a good opportunity to record trends in usage of electricity, as well as to save us a lot of money. Over the year to lockdown the average monthly usage in kilowatt hours (kWh) was 473 kWh (costing an average of £70.48) a month. Having switched off everything save the alarm and defibrillator for a full month from 25 March to 25 April we recorded consumption of 51kWh, an 89% reduction.

For the period 25 April to 25 May we turned the broadband router and fridge back on, but recorded even lower consumption for this period of 36kWh. This may be partly explained by the very sunny weather we've had, which will have powered everything during daylight hours, a regular trend over the summer months. Of course these figures do not take account of electricity used by our hirers, but are at least an indicator of how much the other equipment in the Hall uses when running round the clock.

At this point the committee stepped down for the **Election of Officers**:

Chair, Adrian was proposed by Robert and seconded by Lesley.

Secretary, Lesley was proposed by Julia and seconded by Adrian.

Treasurer, Mike was proposed by Robert and seconded by Julia.

Julia asked if all other Committee members intended to continue and when nobody stood down, Julia said that in that case there was one vacancy and invited members of the public present to stand. Judy Jackson and Peter Skipper both volunteered. John then said that he wished to stand down. As this left 2 vacancies both Judy and Peter were welcomed onto the committee.

Lesley asked about the role of Vice-Chair. It was agreed for Andrew to continue for now, although this would have to be discussed with him.

The meeting closed at 7.55pm.