

## **Hilderstone Village Hall Annual General Meeting Tuesday 20 April 2021**

### **1. Welcome**

The Chairman, Tim Handley, opened the Zoom meeting at 7:30pm and welcomed everyone to the meeting.

### **2. Present**

(via Zoom): Eleanor Bane, Debbie Britton, Iain Britton, Phil Davies, Tim Dyer, Sam Handley, Tim Handley, Dominic Leech, Alison Nicoll, Michael Shelley, Sam Sneyd, Audrey Stringer, Hazel Woodward.

### **3. Apologies**

Apologies were received from Andy Reiss and Sue Stubbs.

### **4. Minutes of the last AGM**

The previous AGM's minutes, (dated 14 July 2020), were read and approved as a correct record of the meeting by those who were present.

### **5. Matters arising**

There were no matters arising.

### **6. Treasurer's Report**

Iain Britton presented his report.

"I am sure you will all agree that this has been a challenging year in many ways, but I feel that the hall has benefited from it. Not just because of the Government support grants, but also the input from the Committee members and more importantly the community. The changes to the hall and its surroundings are self-evident.

We have been granted a total of £20,769.79 in COVID support from the Government. With the various projects that have been undertaken since the last AGM the costs to date have been £12,530.80, leaving a balance of £8,238.99. Please see the relevant spreadsheet for the breakdown of how we have utilised the various grants. The grant monies have **NOT** been used to pay any of the usual running costs.

The hall is now a fully licensed venue, which we hope will mean that it is more attractive to potential hirers. We have further plans to update the hall including the main hall floor and carpet areas in the Committee and Café rooms. We are also looking into the costs of having our own Audio-Visual equipment to start running film nights again.

Since the introduction of both the weekly and monthly markets we have a very good revenue stream in stall hire, with a total of £1,195.15 taken for the year. We have also seen some new hiring's which will be bringing in some much-needed revenue.

The accounts, again, have been checked and verified by David Nicoll and a copy will be available to view on the website, along with all relevant documents for this report. With only one serious comment made. This was regarding an invoice from 2017 being presented in 2020, by one of the Trustees. If the original intention was for the hall to pay the invoice It should have been presented within the financial year that it was produced.

I now have to ask that all Trustees and Committee members that may have outstanding invoices that they feel need to be paid, put the claim in writing together with copies of the aged invoice and present them to the committee for consideration for payment. If there are no such invoices, then I require the Trustees and Committee members to each confirm so in writing to me.

As I write this report, I have been advised that we are being granted a further £8,000 as a start-up grant. Given all this financial support, we start this financial year on a good footing. What it needs now is your support in utilising what is now a stunning building that the whole community should take pride in.

One last vote of thanks should go to both Marge and John Wareham who have kept the hall so tidy given all that we have been doing.

Bank Balances as of the verified accounts are as follow:

Main Account: £12,136 (*£8,238.99 COVID Grant balance*)  
 100 Club: £14,390.

#### Hilderstone VH Expenses Overview Year on Year

Year	Maintenance	Gas & Elect.	Water	Insurance	Internet	Total	Hirings	Variance
2020/21	£2,442.00	£1,322.00	£265.00	£562.00	£1,004.00	£5,595.00	£2,624.00	-£2,971.00
2019/20	£2,570.40	£1,528.77	£283.63	£440.35	£748.46	£5,571.61	£3,176.00	-£2,395.61
2018/19	£2,169.02	£1,382.54	£209.25	£437.14	£1,112.60	£5,310.55	£2,939.00	-£2,371.55
2017/18	£1,937.12	£1,195.25	£245.34	£437.18	£985.92	£4,800.81	£3,138.00	-£1,662.81
2016/17	£2,662.27	£1,439.02	£193.26	£381.20	£958.09	£5,633.84	£3,584.00	-£2,049.84
2015/16	£1,888.35	£1,385.18	£125.65	£371.77	£556.81	£4,327.76	£2,641.00	-£1,686.76
2014/15	£1,907.52	£1,687.22	£125.38	£1,144.28	£493.68	£5,358.08	£2,182.00	-£3,176.08
2013/14	£1,438.32	£1,299.70	£168.47	£1,098.00	£475.68	£4,480.17		
2012/13	£1,535.66	£1,300.86	£143.38	£1,060.00	£671.43	£4,711.33		
2011/12	£1,552.21	£1,534.80	£142.98	£1,193.98	£690.17	£5,114.14		
2010/11	£1,440.04	£1,376.79	£104.04	£1,153.50	£717.50	£4,791.87		
2009/10	£1,438.47	£2,416.87	£132.69	£1,092.30	£769.55	£5,849.88		
2008/09	£1,436.40	£1,450.11	£147.76	£1,092.30	£619.87	£4,746.44		
2007/08	£1,434.23	£1,325.31	£88.89	£1,092.30	£274.46	£4,215.19		
2006/07	£1,256.08	£838.14	£71.55	£1,273.55		£3,439.32		
Avge	£1,807.21	£1,432.17	£163.15	£855.32	£719.87	£4,929.73		

**Covid Grants Expenditure Breakdown As of: 20th April 2021**

Date		Grant Given		
23/04/2020		£10,000.00	Doors and Windows	£2,770.00
15/12/2020		£1,334.00	Car Park	£349.20
23/12/2020		£1,100.79	Kitchen	£3,025.28
13/01/2021		£1,334.00	Sanitiser	£282.55
26/01/2021		£4,905.00	Replace taps	£362.00
02/03/2021		£2,096.00	License costs	£667.20
			Tree surgery	£600.00
			Storage back room	£1,614.74
	<b>Total</b>	<b>£20,769.79</b>	Benches	£400.00
			Painting Materials	£659.83
	<b>Balance of Grant</b>	<b>£8,238.99</b>	Painting Labour ESTIMATED	£1,800
Date	Items Purchased	Cost		
19/08/2020	Doors and windows	£2,770.00		
03/09/2020	Move radiator	£162.55		
04/09/2020	Car Park signs	£349.20		
05/10/2010	Install Sanitiser to elec	£120.00		
22/10/2020	Replace leaking taps	£362.00		
05/10/2020	Install new hood in kitchen	£465.00		
15/10/2020	Electric fly killers	£307.55		
17/12/2020	Dishwasher	£1,074.00		
17/12/2020	5ft steel table	£168.00		
16/01/2021	Paint for kitchen plus...	£81.95		
16/01/2021	3ft table and others	£306.04		
18/01/2021	3ft table shelf and others	£62.74		
27/02/2021	Labour costs	£560.00		
28/07/2020	License Training TH & IB	£300.00		
23/10/2020	License Pre check	£22.40		
09/09/2020	License Applicaions TH & IB	£74.00		
24/08/2020	DBS Checks TH & IB	£46.00		
30/10/2020	Advertisement	£184.80		
13/11/2020	100 Club License	£40.00		
25/01/2021	Tree surgery	£600.00		
19/02/2021	Storage units for back room	£996.56		
02/03/2021	Storage units for small room	£318.18		
02/03/2021	Labour costs	£300.00		
03/04/2021	Picnic Benches	£400.00		
17/03/2021	Paint materials	£587.95		
06/04/2021	Paint materials	£71.88		
23/04/2021	Painting Labour costs	£1,800.00		
	<b>Total</b>	<b>£12,530.80</b>		

Total £12,530.80

Bank balance as of 06/042021	£11,356.50
Less Grant Balance	£8,238.99
<b>HVH Hall cash available</b>	<b>£3,117.51</b>

## 7. Chairman's remarks

Tim Handley made his remarks:

"I'd like to start by adding my thanks to John and Marj Wareham, who look after and clean the village hall. The love and care that they lavish on this building is inspirational. In the last year, we've had to make several changes affecting them including the Environmental Health standards for our kitchen and the Health and Safety standards for the whole building. Thank you John and Marj for sticking with us while those necessary changes have been made. And special thanks to Eleanor Bane for patiently leading the Health and Safety checks and changes.

I'd also like to thank the management committee, some of whom were new to the role. I believe we have a good mix of age, experience, and residency on our committee. We need co-operation between those who've lived here a long time and those who are relatively new. We have members who can represent the Hilderstone WI, the Parish Council, and the Parochial Church Council. Our meetings and discussions provide a welcome level of scrutiny of what we're trying to do, making sure that we do things for the right reasons in the right way.

I'd also like to thank the officers of the committee; our-long-suffering Treasurer, Iain Britton, our Secretary, Tim Dyer, and our Vice-Chair, Dominic Leech. This small group has had to figure out and discuss several approaches, often urgently, since the last AGM and has operated with trust and integrity. Tim D and Dom will retire from those roles at this AGM so thanks for all you've done in your roles.

I'd like to thank Sue Stubbs, our longest-serving member. Sue's had to shield during the pandemic and hasn't been able to attend our meetings. She has kept herself up to date with our activities through reading the meeting minutes and she assures me that she wishes to remain on the committee with the expectation that as soon as it is safe for her, she will resume her attendance. I, for one, am happy to comply with her wishes.

We've tried to concentrate on three areas since the last AGM. Firstly, we've tried to change the culture surrounding the hall. There seems to have been a belief that the hall (and its car park) could be used for next to nothing by almost anyone. It's made an average operating loss of around £2,900 for the last seven financial years. The committee has spent capital and 100-club revenues on running costs while charging desultory hiring rates. As Marj Wareham has said to me on several occasions, "this hall can't run on thin air!". We also had a security problem through a large number of key holders. This posed an insurance issue. We've rectified both of these problems. I recently attended a Staffordshire Village Hall Forum where several people discussed issues with their own village halls and community centres. These things aren't confined to Hilderstone. The Chair of Whittington Village Hall, for example, remarked that their hall didn't start to thrive until it was rid of "mate's rates."

Secondly, we've tried to maintain and improve the hall. Iain has shown the details of the grants we've received. We've stewarded this money wisely. We've improved the kitchen and its equipment. We've decorated. We've repaired what we needed to repair. We're sorting out the pond area at the back. We've implemented a car park policy with permits for a small number of people to park on it and, if you read the signs, the ability to make temporary arrangements with other individuals or groups. It's quite simple - to park here you need permission and to make a financial contribution. If Stone Ramblers can understand that and comply with it, why shouldn't others. We've improved regular use of the hall through our markets. I'd particularly like to thank Barbara Griffiths for all her help with the Thursday market.

On a more clerical front, we've started to sort out the 'lost deeds' issue and the registration of this land with the Land Registry. We have a copy of our Deed of Trust from the Charity Commissioners and the eagle-eyed among you will have spotted its transcript on our new web site. In accordance with that Deed, we have moved the AGM back to April.

Thirdly, we've tried to get ready for the future - the 'new' normal, however that turns out. We have a Youth Club, new hirers at commercially viable rates - taekwondo and children's dance, we have a popular weekly fresh produce market every Thursday and a different kind of market on the last Saturday of every month. We have a list of event we want to stage to raise funds. We have a Premises Licence and a Gambling Licence. We've joined Support Staffordshire and keep up to date with ACRE through that membership. We're working on improving local relationships and I am personally delighted that the President of our WI is pleased with what she calls our 'strong relationship'. That should be our standard.

This hall opened in 1955. It was extended and refurbished in 2000. In 2021, we will reopen, when pandemic restrictions allow, with a ceremony and open day and we've already engaged a local celebrity for that event. The Deed of Trust shows that only one of the original signatories is still with us. We've already asked that signatory, Mrs Peggy Shelley, to 'do the honours' and she has agreed to formally reopen the hall. That will be a somewhat symbolic moment that we hope will restate this hall's place as a hub at the heart of our community.

The Deed of Trust says that this hall and its grounds are held UPON TRUST for the purposes of the following:

physical and mental training and recreation  
social moral and intellectual development

through

reading and recreation  
library  
lectures  
classes  
recreations and entertainments

for

the benefits of the inhabitants of the Parish of Hilderstone and its immediate vicinity

without

distinction of sex or of political religious or other opinions subject to the provisions of the deed

It's our village hall. Let's look after it together".

Mike Shelley congratulated TH on giving a good report.

## **8. Election of Officers and Committee**

### **Chairman**

Iain Britton nominated Tim Handley. Sam Sneyd seconded this. As there were no other candidates, Tim Handley was elected Chairman unopposed.

### **Treasurer**

Tim Handley nominated Iain Britton. Dominic Leech seconded this. As there were no other candidates, Iain Britton was elected Treasurer unopposed.

### **Vice-Chairman**

Dominic Leech nominated Tim Dyer. Tim Handley seconded this. As there were no other candidates, Tim Dyer was elected Vice-Chairman unopposed

**Secretary**

Tim Handley nominated Sam Sneyd. Dominic Leech seconded this. As there were no other candidates, Sam Sneyd was elected Secretary unopposed.

**Existing Committee Members**

Tim Handley proposed that the existing committee members, Eleanor Bane, Debbie Britton, Sam Handley, Dominic Leech, Alison Nicholl, Andy Reiss, Mike Shelley Sue Stubbs and Hazel Woodward carry on serving as committee members if they wished to. They all indicated that they would continue. It was agreed that these members remain part of the committee. Sam Sneyd seconded this.

**9. Close Meeting**

Tim Handley closed the meeting at 7.50pm