

Alstonefield Village Hall Committee

Minutes of the Annual General Meeting (AGM)

Held at the Village Hall

on Thursday 12 June 2025

Minute taker: MS

Item:

Apologies: Liz Power, Mark Smith, Lois Adams, Dave Littlehales, Val Littlehales.

1 (As more than a third of trustees were present, the meeting was quorate and proceeded.)

2 **Members present:**

Kevin Stockton (Chair) (KS); Joanna Griffin (JG) Martin Snodin (MS); Charlotte Jordan (CJ); Duncan Scroggs (DS)

3 **Others present** (*names of members of the public attending do not need to be recorded*):

4 members of the public attended, including Judi Hambling and Col Lovatt

4 **Minutes of the last AGM** to be signed as a correct record, or corrected:

Agreed as a correct record

5 **Purpose of the meeting**

As this is a public meeting (and several of the trustees are attending their first AGM in that capacity), MS/KS explained with slides the purpose of the meeting, being:

- to present the accounts for the preceding year;
- to confirm committee members wishing to remain;
- to note any current 'officers' (e.g. Chair, Treasurer) wishing to step away from the role;
- to identify any new volunteers.

The meeting is also an opportunity to hear any suggestions or concerns from beneficiaries of the charity (i.e. Parish residents and user groups).

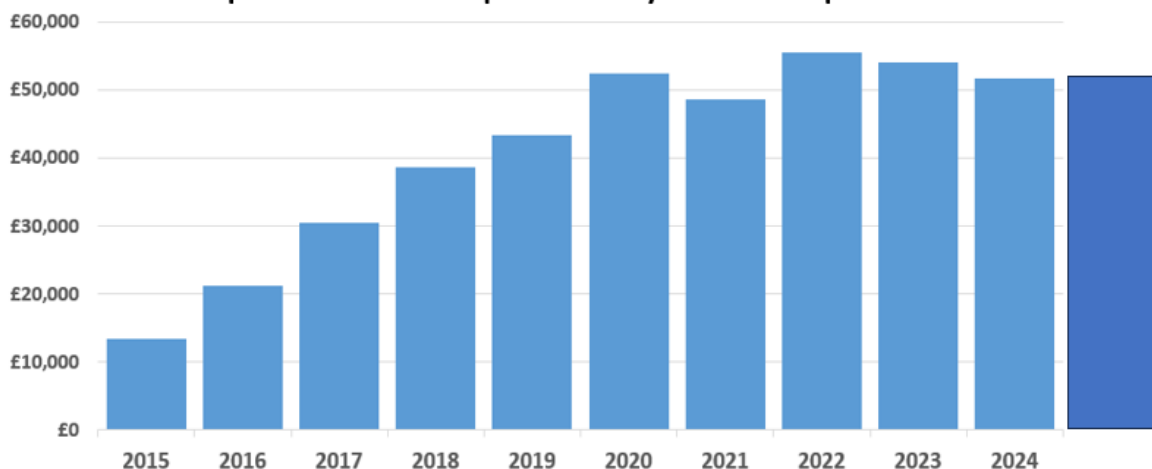
6 **Financial report** (Treasurer's report)

With prepared slides, JG presented the accounts, which have been inspected and approved by Rebecca Longdon, ahead of submission to the Charity Commission.

Capital balances

The total balance (as itemised below) is £52,580. A chart covering this and the preceding 10 years was presented as below:

Capital balances over previous 10 years for comparison



Signed:

Date:

Registered charity no. 22892

Page no.

Capital was held as follows, as at 31 March 2025

Current account (Virgin)	£ 1,776
Deposit (Virgin Cash Management)	£ 24,006
Fixed term deposit (Virgin Savings)	£ 26,798

Points to note:

1. Revenue is down to £13,506 (a drop of £8,837)
This is largely due to a reduction in concert income and it's effectively negated by the reduction in associated concert expenditure
2. Expenditure is down to £12,616 (from £24,749) – see above
Note spending on maintenance fell from £8,870 to £2,602. So we may have under-invested on this.
3. Hire income up 29% to £7,621
Higher charges have applied, plus repeat polling station use
4. Bank interest up 53% to £1,429
5. Car park up c.100% to £1,377
Peak Park pay parking in the village may have helped us
6. All of the main overheads (utilities, insurance etc.) have increased in price more than RPI.

Summary: Despite some concerns last year that our financial position might weaken with less fund-raising, our mix of revenue sources has sustained our capital position, but we may have under-invested on maintenance and improvements.

7 Report on the preceding year (Chair's report)

KS thanked JG/MS for the update and all the committee for their work this year. He stated that he would need to step-down as Chair because of his social diary commitments but would remain on the Committee.

8 Committee membership for the following year:

Dave & Val Littlehales had indicated before the meeting that they would be stepping down and may not be able to attend the meeting, so this was taken as confirmation.

Mark, Liz and Lois had confirmed in advance that they wish to remain on the committee. All remaining members present also wished to remain.

MS confirmed that as in previous years, neither Friendship Club nor Bowls wished to have a Representative member (nor the PC or PCC). The Cricket Club and History Group will continue to be represented. And although not currently running Lois Adams is willing to remain on the committee as Parent & Toddler Group Rep, as she is hopeful it will re-commence.

Two new members joined the committee: Judi Hambling and Colin Lovatt.

On this basis, the committee for the 2024-25 year is as below:

Signed:

Date:

Registered charity no. 22892

Page no.

i) Nominations for (max 6) Representative Members *(potential user groups to be invited every year)*

User group	Nomination	Note
Parent & Toddlers	Lois Adams	
Friendship club	-	
Bowls	-	
History Group	Martin Snodin	
Cricket Club	Charlotte Jordan	
Parochial Church Council	-	
(Parish Council)	-	

ii) Elected members (maximum 4)

Jo Griffin	Kevin Stockton
Judi Hambling	Duncan Scroggs

iii) Co-opted members (maximum 4)

Col Lovatt	Mark Smith
Liz Power	

Secretary note on adequacy of committee:

The committee is essentially complete, although this is as a result of co-opting members rather than having all 6 Representative members.

9 **Views of residents**

- Cathy Reavy was unable to attend but asked to pass on her thanks for providing wonderful facilities and for the support for Threads over the past year.

10 **Any other business**

- MS suggested that general meetings over the last few years have been too irregular for good decision-making and that we should move to a pre-arranged schedule, perhaps bi-monthly – to be confirmed at the follow-on meeting

See accounts summary below.

Signed:

Date:

Registered charity no. 22892

Page no.

Summary of Accounts for year ending 31st March 2025	2024-2025
12/06/2025	
Balance brought forward from previous year	£51,689.53
Receipts	
Lettings - local, non-profit	£2,202.50
lettings - Celebrations (PRS/PPL Exempt)	£620.00
Letting - Commercial/polling (PRS/PPL Exempt)	£4,798.80
Donations - Individuals (gift aid applies)	£104.00
Small gift donations (e.g. car park)	£1,376.93
Gift aid received	£0.00
Fundraising	£2,596.57
Bank interest	£1,429.08
Grants	£400.00
Miscellaneous	£0.00
Refunds/charges	-£21.81
Total Receipts	£13,506.07
Payments	
Cleaning & Toiletries	£466.98
Licences, Insurance & Affiliations	£2,056.21
Water & Sewerage	£284.51
Maintenance	£836.48
Postage, Telephone, Stationery	£0.00
Telephone/Internet	£693.63
Heating	£1,862.04
Electricity	£2,801.48
Replacements & Repairs	£602.73
Waste Bins	£0.00
Cost of fundraising	£2,315.45
Old School Garden	£180.00
Misc. (including new kitchen equipment)	£516.15
Donations	£0.00
Pop-Up Cafe expenditure	£0.00
Total Payments	£12,615.66
Balance at year end	£52,579.94
Reconciliation	
Deposit Accounts balance at year end (Virgin current acct)	£1,775.94
Virgin Account (Refurbishment Fund) - CLOSED	
Current Account balance at year end (Virgin cash management)	£24,005.89
Current Account balance at year end (Santander) - CLOSED	
Cash-in-hand at year end	
Less Payments not reached bank a/c at year end	
Receipts not reached bank a/c at year end	
virgin fixed savings accounts	£26,798.11
Total	£52,579.94

Footnote:

£1,000 of the capital is reserved for grant-aided projects. Of the balance:

- The Fixed Savings account is regarded by the Committee as a refurbishment fund for planned projects, such as significant roof repairs, solar panels, etc
- The Cash Management account (£23,688) and Deposit Account (£2,314) are free reserves, less the £1,000 (grant-aided) reserved amount above.

Signed:

Date:

Registered charity no. 22892

Page no.