

KETTLEBURGH VILLAGE HALL
MINUTES OF THE ANNUAL GENERAL MEETING HELD ON
WEDNESDAY 27 MARCH 2019 AT 7.00 pm IN THE HALL

Those present	John Bater, John Brooke, Sue Brooks (Treasurer), Tim Chase, Jackie Clark (Secretary), Joan Cook, Chris Finbow, Graham Mooney (Chairman), Zoe Reeve-Jones, Diane Smith.
1. Apologies	Peter Dring, Patrick Garland, Jane O'Leary.
2. Minutes of the last AGM	The Minutes of the AGM held on 18 April 2018 were approved and signed as a true record.
3. Matters Arising	None
4. Chairman's Report	<p>Let me start this report by thanking all the members of the committee for their support over the past 12 months, a support that has enabled us to carry out a variety of jobs for the improvement of the facilities we offer to the village. There has only been the one change in the make-up of our committee, Martin Sims left us and we are very fortunate to have Peter Dring join our number.</p> <p>There is one other matter I would like to raise and that is the sad passing of John Dick. Before his illness John was a very involved member of our committee and it was he who was instrumental in us achieving Charity status. I have written to Irene to pass on our condolences.</p> <p>Our Panto offering in 2018 was Cinderella, once again, a great success. Although the Treasurer's report will show a reduced contribution, we did in fact make more money, but funded the construction of a new stage set frame designed and built by Chris Finbow. We also installed some dedicated wiring for lighting and sound. Well done to all involved and we look forward to our Easter Panto of Snow White.</p> <p>Sue and her husband Denis took responsibility for our annual fete and as will become clear when Sue presents her report, they made a great success of it. It was a great day and I delighted to say that they have agreed to organise us all for this year's event as ever on the Queen's Birthday.</p> <p>Our big project this year has been the refurbishment and updating of the Ladies and Gents toilets and the provision of new floors. This work which was almost entirely funded by grants from various sources started in August and after some delay was completed early September.</p> <p>What about the coming year - well we are hoping to have new portable staging in place in time for next year's Panto and maybe even for our as yet undecided October fund raiser; and I did originally write that we were also looking at supplementing our stock of chairs, but events have overtaken me on that one thanks to John Brooke's eagle eye.</p>
5. Treasurer's Report	<p>This is the report for the period January to December 2018.</p> <p>The Annual Accounts are attached to these minutes.</p> <p>Firstly, thank you to Persephone Booth for once again independently auditing our accounts. Overall, at the end of the year we had a healthy balance of funds</p>

	<p>totalling £9,485.47 which was £377.68 less than last year.</p> <p>Hire Charges:</p> <p>Framlingham Amateur Dramatic Society (FADS) was a new hirer using the hall for their rehearsals. This was timely and offset the loss of revenue normally received from Suffolk Coastal for election purposes.</p> <p>Fundraising:</p> <p>There were just two fundraising activities in 2018.</p> <p>1. The Fete was a major success raising £3,657.70, which was divided 50:50 with St Andrews PCC. This included a sum of £444 which was raised, with the permission of the Marzetti family, through selling at auction the audio visual equipment which they originally gave for the Bric a Brac stall.</p> <p>2. The pantomime, "Cinderella", was very well supported which enabled us to make a good profit of over £500 despite our costs being £900 higher than previously. This was as a result of us updating the stage flats and scenery. The Hall Committee had agreed to this additional investment.</p> <p>Hall Improvements:</p> <p>The main project this year was the Toilets refurbishment which came in on budget and mostly was paid for by Grants totalling £4,500 from Councillor Rous and Suffolk Community Foundation, plus the £1,000 donation received in 2017 from the Autojumble.</p> <p>Other:</p> <p>Electricity expenses are under represented and should be £150 higher due to British Gas invoicing for Qtr 4 in 2019.</p> <p>The Repairs & Maintenance Category includes the end of year costs to repair and treat the woodworm damage at a cost of £366. These were actually cashed in 2019 but as the cheque was written in 2018 it features in these accounts.</p> <p>Graham thanked Sue for her report.</p> <p>The issue of increasing our hire charges was raised. It was agreed that whilst it is sensible to review the charges regularly, there was no need to increase them at present. In September we will review the extra charge made for heating during the winter months, when our new contract for electricity is fixed.</p>
6. Election of Committee Members	All committee members were re-elected en bloc for a further year.
7. Election of Officers	Graham Mooney was re-elected unanimously as Chairman. Sue Brooks was elected unanimously as Treasurer. Jackie Clark was elected unanimously as secretary.
8. AOB	There was none.
In the absence of any further business, the meeting closed at 7.20p.m	

KETTLEBURGH VILLAGE HALL ACCOUNTS
YEAR ENDED 31 DECEMBER 2018

Charity No: 1156749

<u>Income</u>	<u>2018</u>	<u>2017</u>
Hire charges	1905.00	1947.00
Fete	3657.70	3076.75
Less extra expenses	0.00	-140.00
Less PCC s 1/2 share	-1828.85	-1538.37
	1828.85	1398.38
Donations	0.00	0.00
Fund Raising events	0.00	491.10
Keep Fit	1210.00	1310.00
Coffee Mornings	367.10	451.25
Grant	4500.00	3154.39
Pantomime Income	2262.48	1891.55
Interest	3.17	13.84
	12076.60	10657.51
<u>Expenses</u>		
Water & Sewer	347.19	215.84
Electricity	326.41	523.88
Caretaker & Cleaner	151.14	216.13
Consumables	0.00	0.00
Insurance	963.92	935.35
Licences	121.20	88.61
Miscellaneous	64.49	0.00
Keep Fit trainer	1260.00	1140.00
Fund raising expenses	0.00	0.00
Panto expenses	1740.26	876.44
Reps/Maintenance		
Toilets refurb	6589.05	
General R&M	890.62	3192.04
	-12454.28	-7188.29
Profit/Loss for year	-377.68	3469.22

STATEMENT OF FUNDS

Nat Savings Invest Ac	0	2951.08
Petty Cash	59.2	63.46
Bank cu ac	9426.27	6848.61
	9485.47	9863.15
Movement in funds	-377.68	3469.22

19.2.19

Treasurer: Susan E Brooks

Susan Brooks

Persephone Booth

Independent Examiner: Persephone Booth, ATT(Fellow)