

KETTLEBURGH VILLAGE HALL
MINUTES OF THE ANNUAL GENERAL MEETING HELD ON
WEDNESDAY 19 MARCH 2025 AT 7 pm

Those present	Andy Barton, John Brooke, Sue Brooks, Jackie Clark, Peter Dring, Nora Duckett, Patrick Garland, Joan Mealing, John Mealing, Malcolm Todd.
1. Apologies	Diane Smith
2. Minutes of the last AGM	The Minutes of the AGM held on 13 March 2024 were approved and signed as a true record.
3. Matters Arising	Sue clarified the situation regarding possible income from the bottle bank situated in the Chequers car park: East Suffolk confirmed that it was not their policy to pay out recycling credits to third parties. She also confirmed that she is the present contact for the Charity Commission.
4. Chair's Report	<p>The committee met at least every quarter during 2024. Diane Smith stood down as Chairperson and we thank her for her leadership over the last few years.</p> <p>The year kicked off with another successful Curry Night and was enjoyed by all, with the Village Hall, Green Trust and Church each receiving a share of the proceeds. Our thanks to all those involved for their hard work.</p> <p>Over the year the hall was used for local elections, Parish Council meetings, private parties, Village Produce Show, Gamer's club, Garden Furniture Sale, Quiz, Wildlife Talk by Patrick Barker, Bingo Night and a Christmas Craft Fair followed on in the evening with the lighting of the Christmas Tree concluding with singing Carols, enjoying Mince pies and Mulled Wine.</p> <p>Coffee mornings continued monthly thanks to Joan, Persephone and Rob. This year the introduction of a Soup Lunch run by Rowena and John Brooke, both events bringing the community together. Our thanks to them all for their hard work.</p> <p>At the end of September we saw the installation of new double glazed windows and doors. Our thanks to Diane for leading this project and to Sue for obtaining the funding through the National Lottery. We were also able to paint the interior of the hall within this funding as well.</p> <p>The Village Hall celebrated it's 100th year and we held an exhibition of its history on 26th October with contributions from the community of their memories. Thank you to Patrick who researched the archives and produced a very informative history of Kettleburgh. These information boards are now on the walls of the hall. A 1920's themed celebration lunch was arranged for residents to enjoy and we thank all the ladies who provided this. Again our treasurer Sue obtained a Centenary Grant from ESC Enabling Community Fund and our thanks to Cllr. Vince Langdon-Morris for this.</p> <p>In closing I thank the committee for their help and support, especially Sue and Jackie for all their hard work as treasurer and secretary. <i>John Mealing</i></p>
5. Treasurer's Report	<p>Thank you to Persephone Booth for once again independently auditing the accounts for the year Jan – Dec 2024.</p> <p>The headline outcome is that at the year end, funds were £17,671.45, made up of £17,653.87 in the Current Bank Account and £17.58 in petty cash.</p> <p>This is £5,403.71 more than at the end of 2023, and although £4,511.82 of this is committed to be spent in Quarter 1, 2025, we have made a profit on the year.</p>

	<p>2024 was our centenary year and we are particularly grateful to the National Lottery who awarded us a grant of £16,000 which has enabled us to prepare the hall for the next few years. Thanks to their generosity, we were able to make major improvements, including installing new windows & doors, updating the lighting in the entrance hall and repainting the interior of of the Village Hall.</p> <p>We were also successful in our application to East Suffolk Council for a £500 ‘Enabling Communities’ grant which funded the Centenary celebration lunch and exhibition that we held for Kettleburgh residents in October 2024.</p> <p>Particular items to note from the audited statement:</p> <p>Income Hall income from a variety of hirers has continued to give us nearly £1900 worth of income. A new regular hirer, the “Framhammers Group” started in Quarter 3. They have been hiring the hall twice a month for all day Saturday and Wednesday evening sessions. Our successful fundraising events, after expenses and donations to the Green and St. Andrew’s Church, raised nearly £900 for the Hall. Both the Coffee mornings and the newly introduced Soup lunches are together raising around £1,000 a year.</p> <p>Expenses We negotiated an improved Electricity contract, which has reduced our costs year on year, but we have seen notable increases in water & sewage costs, along with an inflation related increase in our insurance premium. <i>Sue Brooks</i></p>
6. Election of Committee Members	Other than Diane Smith, who has resigned from the committee, the present committee was re-elected en bloc for a further year.
7. Election of Officers	John Mealing was unanimously re-elected as our Chairman. Sue Brooks had expressed the wish to resign as Treasurer, but as no new candidate has yet been found, she is willing to remain as interim Treasurer until someone is found. Jackie agree to continue as Minutes Secretary until a new secretary is found. Both were unanimously re-elected.
8. AOB	As Diane wishes to step down from the committee, John M. will write to her, expressing thanks for her contributions and work as a committee member and chair. He noted that we now have two vacancies and asked the committee to contact him with any ideas for new members.
In the absence of any further business, the meeting closed at 7.25p.m	

KETTLEBURGH VILLAGE HALL

REGISTERED CHARITY NO: 1156749

CHAIRMAN:

**MR JOHN G MEALING
FARTHINGS
5 BARREL COTTAGES
KETTLEBURGH
NR WOODBRIDGE, SUFFOLK
IP13 7GZ**

CORRESPONDENT:

**MRS SUSAN E BROOKS
ORCHARD END
CHURCH ROAD
KETTLEBURGH
NR WOODBRIDGE, SUFFOK
IP13 7LF**

Independent Examiner:

Mrs P C Booth, ATT(Fellow)

The Timbers, Church Road, Kettleburgh, Nr Woodbridge, Suffolk IP13 7LE

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STATEMENT OF INCOME AND EXPENDITURE
YEAR ENDED 31 DECEMBER 2024

			<u>2024</u>	<u>2023</u>
<u>Income</u>	General	Restricted	Totals	
Hire charges	1848.00			1872.00
Recycling	0.00			0.00
Donations	175.00			0.00
Fund Raising events	1911.38		1239.64	
Less share PCC/VGT	-304		-588.13	
Net Fund Raising	1607.38			651.51
Soup lunches	506.38			
Coffee Mornings	449.45			466.15
Interest	0.00			0.00
Lottery Grant		16000.00		
Centenary Grant		500.00		
	<u>4586.21</u>	<u>16500.00</u>	<u>21086.21</u>	<u>2989.66</u>
<u>Expenses</u>				
Water & Sewer	345.85		277.73	
Electricity	671.87		896.71	
Caretaker & Cleaner	453.50		626.91	
Insurance	492.72		405.69	
Licences	81.00		77.40	
Miscellaneous	54.00		50.40	
Fund raising expenses	732.14		0.00	
Rep/Maintenance	863.24		1151.32	
Lottery project expenses		11626.21		
Centenary project expenses		361.96		
	<u>3694.32</u>	<u>11988.18</u>	<u>15682.50</u>	<u>3486.16</u>
Profit/Loss for year	<u>891.89</u>	<u>4511.82</u>	<u>5403.71</u>	<u>496.50</u>

STATEMENT OF FUNDS

	General	Restricted	<u>2024</u>	<u>2023</u>
Petty Cash	17.58	0.00	17.58	13.21
Bank cu ac	13142.05	4511.82	17653.87	12252.53
Movement in funds	<u>13159.63</u>	<u>4511.82</u>	<u>17671.45</u>	<u>12267.74</u>
			<u>5403.71</u>	<u>496.50</u>

Restricted Funds

Lottery Project	4373.78
Centenary Project Fund	138.04
	<u>4511.82</u>

Treasurer: Susan E Brooks

Independent Examiner: Persephone C Booth, ATT(Fellow)

27.1.25