

BRANDESTON VILLAGE HALL & RECREATION GROUND

ANNUAL GENERAL MEETING

5th December, 2013

Present: Paul Baker - Chairman
Frank Eyles – Treasurer
Sue Thurlow – Secretary
Together with 18 residents of Brandeston

Welcome

The chairman welcomed all to the 2013 AGM of the new village hall.

Apologies for absence

Kathy Churchill, Anne Hayward, Jackie Hounsell, Ruth Garratt, Ruth Risk, Cara Duffy, Jane Mitchell.

Minutes of the 2012 AGM

The minutes were agreed as being a true record and signed by the Chairman.

Chairman's Report – November 2013

Paul reported that the year began with a meeting at which we welcomed two new members to the committee, Jane Mitchell and myself. At this meeting the 100+ club arrangements were outlined and my thanks go to the Parish Council, and in particular Mark Hounsell, for their support in this venture.

The playing field project was a main topic of discussion and continued to be so throughout the year. A project team was set up and has met on several occasions during the year. My thanks go to them for the time they have spent on this matter.

£1200 was received in the form of a grant from the SCDC levy which enabled the building of the petanque piste.

An exhibition was held in April outlining the main proposals from the project team. A questionnaire was also circulated on the possibility of having a tennis court on the playing field. As a result an application was made to Sports England for a grant towards the cost of the court but unfortunately this was rejected.

Following this rejection the hall committee asked the playing field project team to regroup to investigate the possibility of alternative funding for the tennis court and to prioritise the other suggestions put forward to upgrade the facilities on the playing field.

The team have met on 3 separate occasions over the last couple of months to discuss this and will be reporting to the hall committee at their next meeting in January on their short-term and longer term proposals with cost estimates where applicable.

We have however found other possible funding options for the tennis court - the major part is an application to SCDC for aid under their capital grant scheme. The application has been submitted as the closing date was 26th November and this will be considered by the relevant department in January.

Other items which have been discussed by the Hall Committee have included the redecoration of the Hall which should take place in the next few months. We have looked at the storage available in the hall and have decided to convert part of the gents' toilet and this will hopefully happen in early 2014. We have purchased umbrellas for use on the picnic tables and have also had a quote to have the steps on the left of the terrace upgraded so that they are of a similar standard to that of the jubilee steps. The floor in the main hall was in need of treatment after eight years wear and tear and I feel it looks so much better – I hope you agree!

The Harvest Horkey was, again, funded by the Village Hall. We also provided access to the field on John King's land so that the bonfire could be built and also made a contribution to the firework display. There have been concerns about the health and safety issues regarding the display. One possibility for the future is that we approach the school and attend just the one event rather than the two we have at present.

Fund raising events this year have taken many forms – we have had 2 quizzes, our first car boot sale, Suffolk Archive film evening, Eastern Angles, Hog Roast and Band. Our main event of the year, the village fete, was brought to a halt after an hour by the rain but nearly £3000 was raised for the hall and the church. My thanks go to Ollie Coote for his support of this event.

Money is also raised through regular events such as the Thursday coffee morning, table tennis, film club, village lunch and the whist drive. My thanks go to the many people who have organised or attended these events in the last year because it is you who make the village hall a success.

The bookings continue to be very impressive and are a major contribution to the income of the Hall. My thanks go to Cara Duffy for all the work that she does for us in this area. The overall appearance of the hall continues to be of a high standard thanks to Pat Peck.

The only financial matter I wish to mention was that for the first time in eight years we were asked to pay 20% of our non- domestic rate when previously we have had 100% relief. Thanks to contributions from Frank, Sue and Terry and a letter in the EADT from Mark Hounsell we were successful in our appeal and are now exempt from payment until April 2015.

Communications continue to be managed by Peter Thurlow with the Brandeston and Darryl Morgan with the website. The introduction of an email address list by Kathy Churchill has been a very useful addition in the village. If you would like to be on the list please let me know after the meeting.

Finally, I would like to bring my report to a close by thanking all the members of the committee for guiding me through my first year as chairman and for the time they give on behalf of the village.

Treasurer's Report - year ended 30th September 2012

Frank's reported as follows:

1. Accounting Policy -The committee has agreed that, subject to the approval of this meeting, to discontinue the historic practice of making a 2% p.a. depreciation charge on the premises and in its place to ring fence a substantial figure from the reserves as a specific fund to keep the building in a proper state of repair and to ensure there is no material impairment of the premises. The exact figure has not yet been determined, but it is intended to take advice on a prudent figure to be maintained from future profits. The fixtures and fitting will continue to bear a 20% p.a. depreciation charge.

It is felt that this course of action will clarify the exact residual reserves which can then be used without worry for improvements to the facilities and will clarify the ongoing profitability of the hall. Professional advice has been taken to ensure that the proposal is in order and our auditor agrees.

Discussion then took place as to whether there was a need to ring fence money, but Frank stated that it was prudent to do so which was also argued from the floor by Mark Hounsell and Terry Robsinson. A vote was then taken and the proposal was passed by 17 votes with one abstention.

2. Year ending September 30th, 2013 - the accounts show a profit of £4,866.63 after the fixtures and fittings depreciation which is once again a most gratifying result and which is reflected in a corresponding increase in the new current assets.
 - a. The hire income has increased and covers the normal running costs of the hall (insurance, services and cleaning).
 - b. The fundraising figure is down on last year due primarily to a significant decrease in our share of the fete proceeds due to a washout on the day. Having said this, other events produced profits of over £2,400 a magnificent effort by all concerned.
 - c. As always the coffee mornings, whist drive and table tennis continues to make most welcome and valuable contributions to the income of the hall. The specific figures are shown on the Income and Expenditure account.

- d. As will be well understood the interest earned on the investments continues to decrease and rates will probably not improve in the near future. It is impossible to improve on rates marginally over 1% for short term money.
- e. Earlier in the year SCDC decided to remove the discretionary rate relief of 20% on the rateable value which gave rise to a bill of some £350 for the hall. However after strong representations it appears that the council have backtracked and allowed the relief. Many thanks to all involved in producing this result.
- f. The balance sheet as at 30th September, 2013 and the income and expenditure analysis are attached to these minutes and available for inspection in the minute file kept in the lobby of the hall.

Election of Officers

Paul reported that Fred Muglestone has announced his resignation from his post as maintenance manager as of this meeting and Brian Smerdon has agreed to help out with the outdoor jobs when time allows. We will be looking for someone to take on Fred's other duties.

He also reported that Frank wishes to step down as Treasurer so we will be looking to someone to volunteer for this post. Frank has agreed to hold the fort until a replacement is found. The other members of the committee were returned unopposed.

Chairman: Paul Baker

Secretary: Sue Thurlow

Treasurer: Frank Eyles (temporarily)

Bookings Manager: Cara Duffy

Maintenance Manager: ?

Publicity: Peter Thurlow

Helen Fletcher

Lucy Lea

Terry Robinson

Representatives:

Parish Council: Kathy Churchill

All Saints PCC: Mary Baker

Any Other Business

- **Village fete** – Darryl raised the date of the fete i.e. the 2nd Saturday in June. This he had discussed with a representative of the church when he was chairman as the weather on this particular Saturday over the last 5 years has been poor and has affected either the setting up process or the fete itself as in 2013. He suggested that

it should be moved to July as a more likely month for settled weather. There was general agreement from the floor so this will be investigated at the next hall committee meeting to ensure against clashes with other villages' dates and activities at the pub.

- No other items were raised.

The meeting closed at 8.35 p.m. and was followed by wine and nibbles for those present.

SRT/02.01.14.