

BRANDESTON VILLAGE HALL & RECREATION GROUND

ANNUAL GENERAL MEETING

15th November, 2012

Present: Darryl Morgan - Chairman
Frank Eyles – Treasurer
Sue Thurlow – Secretary
Together with 20 residents of Brandeston

Welcome

The chairman welcomed all to the 2012 AGM of the new village hall.

Apologies for absence

Kathy Churchill, Anne Hayward, Rick and Pam Reade, Jackie Hounsell, Ruth Garratt, Ruth Risk, Lucy Lea, Lucy Daykin.

Minutes of the 2011 AGM

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

Matters Arising from last minutes

- **Use of glyphosate weed killer in the play area:** Glyphosate is recommended by RoSPA for killing weeds in play areas and Brian was given the go ahead.
- **Goal Posts:** The goal posts have been removed and Brandeston Hall gave us a goal with a net.
- **Hall Chairs:** The committee considered changing the chairs but decided against it as the current chairs were bought after considerable research and are only seven and a half years old. While they are still perfectly useable and the committee has only had that single comment, we decided that changing them was not a priority at the moment.
- **John Elliott Plaque:** A bench was dedicated to John Elliott at the Jubilee Steps tea party. John's family was invited to the event but no one attended. A plaque mentioning the Underdowns was also attached to the sundial.
- **BBQ:** A new gas BBQ has been purchased and has been much used this last year.

Chairman's Report – November 2012

It's been another good year for the hall. Normally, at this stage, I run through the mechanics of managing the hall and what we did as a committee. This year, I'm going to emphasise

what the hall has done for Brandeston people over the last twelve months as it's been, from my point of view, one of the best year's ever. This is a list of the events we have put on:

- Quiz Night
- Bury St Edmunds Day Out
- Eastern Angles
- Jubilee Steps Tea Party
- Champagne Evening
- Jubilee Street Party
- Jubilee Ball
- Village Fete (with All Saints PCC)
- Greek Lunch and Games
- Harvest Horkey
- Bonfire Night

We held the quiz night in November followed in December by our coach trip to Bury St Edmunds for Christmas shopping, lunch and the big raffle on the way home. Eastern Angles performed to a packed hall in April and then towards the ends of the month, we had the first of our Jubilee celebrations – the tea party to celebrate the opening of the Jubilee steps with 50 to 60 people attending.

In June, we closed the Street from Mill Lane to the Queen's Head for Brandeston's first ever street party. It was a filthy day but over 300 people turned out. Two days later we had our Jubilee Ball in the marquee which was loaned to us by Lucy and Aaron after their wedding. We had 186 people there for a superb evening.

Less than a fortnight later, we held our village fete, shared with All Saints PCC. It was a very windy day and some of the tents were damaged but nevertheless it was another fun and rewarding afternoon. The Tug of War competition was extended to include a women's event and one for children. Our men lost their title to a well organised Rest of the World team but the women and children won their events.

In August we organised the Greek Lunch and Games. Eighty six people had lunch which grew to over 100 for the games and BBQ. It was a brilliant afternoon and I think we had more comments about it than any other event we have put on,

As always in October we held our Harvest Horkey. This was the third time we had run it as a free event and numbers continue to hold up so it will run for a few more years. We held our bonfire at the start of this month.

Overall, excluding the fete, the village hall management committee has provided entertainment for over 1000 people over the last twelve months.

Back now to the mechanics of running the hall. We started the year with two new committee members, Lucy and Terry, to give us the largest committee for a few years.

As I report every year, we aim to entertain and involve the residents of the village while at the same time raising money for the village hall, as we are obliged to do by the Trust Deed. On the financial side this year we made £3778 before depreciation which is 29% up on last year. This turns into a loss of £4138 when depreciation is included. However, there was an overall reduction in our net current assets of over £4000 and Frank will go into this in more detail shortly.

We set up three big projects this year – the first being the Jubilee Steps which link the hall, the balcony and the patio and which have been well used since last April. Mary Moore designed the balustrade – we showed it at last year's AGM.

The second project was resurfacing the car park. It had deteriorated badly in recent time and was, in fact, in worse condition than we thought resulting in extra expenditure of £900 plus VAT over the quote.

The third project was the improvement to the A/V system. Showing potential hirers how the previous system worked was a nightmare and actually using the system was not good because of the trailing cables, setting up the transceiver and having the table right in the middle of the hall. We have now moved everything into the new cabinet at the rear of the hall and attached the projector to the ceiling so that it provides a much more hirer friendly experience.

Talking about the hirer's experience, we have removed some of the obligations we placed on hirers. This includes the removal of hectoring notices in the kitchen, the provision of an extra grey rubbish bin so that hirers don't have to take their rubbish home with them and finally, the removal of the obligation to wash the tea towels (now done freely by volunteers). Along with not altering our hiring fees this year and making unlocking the hall easier through the installation of the key safe last year we think all these changes will help to keep the hall an attractive place to hirers and will maintain hiring at the high level it now is with takings being 17% up on last year which was itself a record year.

Other things we have done through the year include re-barking the play area, repairing the clock on the roof, purchasing a new gas BBQ and a popup gazebo.

The hall lights continue to be a problem with the controllers failing. We have had to replace eight in total so far. Earlier this year we asked Aaron to recommend a new system. The idea was that we would change the hall lights and use the recovered parts to keep the meeting room light working. Unfortunately, Aaron's reply was that there wasn't anything suitable out there at the moment. Dimmable LED lights are not really available yet and we will have to wait for a few years for the technology to mature.

On the subject of faults, we have written a faulting document to help hall users, and ourselves, overcome small problems they may face before they call us out. There are copies in the kitchen, the boiler room and the entrance lobby.

We also planned to replace the large round tables with smaller, lighter ones. This, however, has been abandoned for the time being as there seem to be two types out there – those costing £50 and those costing £200 with nothing in between. We looked at the cheap ones and decided they weren't Brandeston. At the £200 end, there are some nice lightweight ones but the £3000 bill for a dozen ruled out the purchase for the time being.

We have applied successfully for several grants this year. We have had money from the Coop for the Jubilee, from Suffolk Sport for the Community Games, from Awards for All for the drive, from Peter Belfield our County Councillor for the proposed petanque area and from the Play Space Levy for the playground and again the petanque area. The petanque area is going to be a new major project for the coming year and we currently have an application ready to submit to the Adnams Charity. We also ran a fund raising event last May. With the grants, we hope to have it built at virtually no cost to the hall.

This brings me to the playing field. With the success of the games last August when we marked the field with running tracks thanks to the Pike brothers and Brandeston Hall, we are about to kick off a review of its use. We are setting up a small working group which will consult the village and come up with proposals for the hall management committee to consider. The objective, broadly, is to come up with ideas on what we could do with the field to make it more recreationally useful for residents within the obligations put on us by the Trust Deed. Volunteers outside the committee are welcome and the Terms of Reference for the group will be available in the next two weeks. The proposed reporting deadline is next March.

The newsletter continues to be published at irregular intervals and the web site is well supported with 13,691 visits this year (9% down on last year) while the number of pages viewed was 71,573 which is 27% greater than last year. As always, the newsletter and the web site are short of material. Any contributions are welcome – I publish just about everything sent to me.

The 100+ Club, which is run on our behalf by the Parish Council (and Mark Hounsell in particular), continues to be really well supported with 132 entries this year.

As I mentioned earlier, the fete took place at the pub again thanks to Ollie the new landlord. The number of people attending seemed to be down but we still raised £4400 for the hall and the church. Although this is double what we made before we moved to the pub, it has fallen for the last two years so we will need to look at this especially the advertising outside Brandeston.

The revenue from hall hire is at a new record high being 17% up on last year as I mentioned earlier. There were about 29 weekends during the year with at least one private hire – a similar number to last year. Lots of thanks go to Cara for managing the hall bookings – she is public face of the hall and the person who has to deal with all aspects of a hire. This is the list of regular hall users:

- Pilates (2)
- Table Tennis
- Coffee Morning
- Zumba (2)
- Mothers and Toddlers Group
- Wine Club
- Village Lunches
- Film Club
- Whist Drive
- Parish Council Meetings
- Brandeston Brownies
- Petanque
- Rosemary Conley - New
- Fram Camera Club – New
-

The drawing class ended a few weeks ago but we have won the Framlingham Camera Club from Parham and they will be here once a month. Rosemary Conley is a new class this year.

The Coffee Morning run by Sue Etheridge and her team continues to be popular and a major contributor to hall funds.

This brings me to our helpers; we have several people who help us but who are not on the committee: Paul Baker has taken on the grass cutting duties around the hall; Anne Hayward looks after the patio garden helped this year by Brian Smerdon who also looks after the weeding around the playground; Pat Peck continues to do a superb job in keeping the hall clean; Roy and Jackie O'Brien move the bins for us every week; and Aaron Nobbs does electrical work for us. Within the last few weeks, we have taken over the funding of the welcome packs that go out to all new residents from Green Thumb – you may not be aware of the packs if you have lived here for more than three or so years. Jane Mitchell will continue to manage this. Our thanks to all these for their help and also to Fred who spends a lot of time doing the day-to-day maintenance work that keeps the hall functioning.

As I have reported every year, with all voluntary organisations, a lot of work, not always visible to those who attend various functions and events, is carried out by a few people and I would like to thank them, the management committee, all our helpers and everyone who attends our events for supporting the hall over the last twelve month

Comments from the floor:

It was reported that at a recent parish council meeting our county councillor, Peter Bellfield, commented that he had attended a charity event in the hall and those who set up and organised the event commented to him that Brandeston was the best equipped and run hall in the area. They had used our hall on a number of occasions and said that the building design and aspect were excellent and they much enjoyed coming to Brandeston.

Treasurer's Report year ended 30th September 2012

(1) We have had another successful year financially with a net trading profit, before depreciation, of £3778.86 ,

2) The major maintenance expenditure during the year was the resurfacing of the drive and car park at a net cost after grants of £6360. It was agreed after consultation with the Auditor that this cost be capitalised over a period of 10 years at a rate of 10% depreciation per annum, which is well within the anticipated life of the new surface. However, the cost has necessarily impacted on the net Current Asset position. which has reduced by £2581.14.

3) Income.

a) The Hall Fees have shown an increase of £1106.28 an uplift of over 17% on last year.

Thanks to Cara for her most efficient management of this most important source of income. The Toddlers Group hire is paid directly to the Treasurer and accounted for separately.

b) Fund Raising - as list. Another increase on last year of £1591.22 aided significantly by the Jubilee Ball and the sale of mugs funded by the PC.

c) The Coffee Morning receipts have increased again as shown, and continue to fund the cleaner's wages and sundry associated items. Sue does a sterling job in looking after this side of the maintenance of the Hall.

d) The Table Tennis and Whist Drives continued their most welcome donations - thanks to Ruth, John, Pam & Rick.

4) Expenditure

a) Apart from the Car Park the other major expenditure was the provision and installation of the Jubilee steps, sound equipment and catering essentials as shown on the I&E accounts. Usual running costs continue to rise. The insurance premium is a heavy but necessary cost and we were able to negotiate a reduction on the requested premium, which nevertheless increased again.

All in all I consider this to be a most satisfactory 12 months. To achieve an increased trading profit in these difficult times is testament to the support of the community and to the

efforts of all involved in the organisation of the hall. I shall be happy to answer any questions you may have.

Election of Officers

As I said in my report, we have had our largest committee for some time but there is always room for more. If you want to be part of the management team for the biggest element of village life then come and join us. We meet four times a year plus the AGM. Alternatively, if you want to help with an event – whether it is managing it or just helping then come and see us.

You will hear in a moment that all members of the committee are standing again apart from me. When I took on the chairman's role, I said I would do it for two years – I have now done it for five of the seven and a half years we've had the new hall and I need a break from it for a year or so. I came in cold to the job and it took a while to get on top of it so experience isn't essential and there is always help and advice available from the committee and me. We have tried very hard to find a replacement but without success so unless someone steps forward within the next few minutes, we will run without a chairman for the time being. The next committee meeting will try to appoint someone from those present but if no one wants to take on the role, one of those present will preside at that meeting and so on until next November.

Paul Baker expressed an interest in being the chairman and after a discussion with Darryl after the meeting agreed to take on the role.

Jane Mitchell volunteered to join the committee.

Elected Unopposed:

Secretary: Sue Thurlow

Treasurer: Frank Eyles

Bookings Manager: Cara Duffy

Maintenance Manager: Fred Muggleston

Publicity: Peter Thurlow

Helen Fletcher

Lucy Lea

Terry Robinson

Representatives:

Parish Council: Kathy Churchill

All Saints' PCC: Mary Baker

Brian Smerdon thanked Darryl on behalf of the village for the hard work and energy with which he had executed the role of chairman. The whole meeting agreed.

Any Other Business

- **Playing project** – following on from Darryl's comments early re. the objective on the study group he asked for volunteers to join the team to progress this project. Pat Morgan and Jane Mitchell volunteered. The team will therefore be: Sue Thurlow, Peter Thurlow, Helen Fletcher, Kathy Churchill, and Marian Hutson. Any ideas, views and comments welcome for consideration – all ages should be involved esp. those over 12 years old.
- **Village Christmas Tree** – it has been proposed that we have a Christmas tree on the green by the village sign. Solar LED lights suggested costing approx. £70 – this to be investigated further.
- **New Year's Eve at the hall** – this year there will be a get together of chat and dancing in the hall on New Year's Eve starting at 9 p.m. The suggestion is that there would be no food but those attending could bring nibbles if they wished and booze . This idea to be developed.
- **Painting exhibition** – idea from Nick Hayward for a painting exhibition to present paintings from local artists especially those living in Brandeston.

The meeting closed at 9.00 p.m.

SRT/26.11.12.