

Meeting minutes

Subject BVH Annual General Meeting
Date Thursday 18 July 2024, 19h00
Venue The Village Hall, Bubbenhall
Attendees Alan Roe, Cate Poolton, Gail Haynes, Jeanette Tipper, Judith Chettle, Margaret Robinson, Roy Perry, Sandra Ciuffini, Sharon Spencer, Steve Haynes
Apologies Jim Roberts (Parish Council Chair)
 Amy Alexakis-Newton
 Emma Shuttlewood
 Lori Slark
 Rose Cragg
 Tracey Ball (Parish Council Clerk)

ID	Item	Action
1	Apologies for the meeting	
2	Minutes of the previous AGM held 7th September 2023	
2.1	The minutes of the previous meeting were approved as a true record of the meeting.	
3	Chairman's report	
3.1	<p>Thank you all for your outstanding contributions as a BVH committee member over the past year and the support you have given me as Chair.</p> <p>I am so grateful to Gail, the Vice Chair, for substituting for me when I was unable to perform my duties.</p> <p>This year, the AGM is a few months earlier than the last one, and next year, we plan to have the AGM in May as prescribed in our constitution, so this is a short period for the officer elected this evening.</p> <p>I am encouraging everyone to look to take on some more roles this year and there are several positions to put yourself forward for. These are:</p> <ul style="list-style-type: none"> • Chair • Vice Chair • Secretary • Assistant Secretary • Treasurer • Assistant Treasurer <p>Since I was selected last year, we have been working off my mandate and I'm pleased to say we have covered many of these things in a very short period.</p> <ul style="list-style-type: none"> • Website • Internet • Reflect price increases for 25/26 • Remote skill working • Event committee to organise and get on with it. • Tenure of officers (now increase roles) • £250 sign-off without the entire agreement of the committee. • Roof fixed 	

ID	Item	Action
	<ul style="list-style-type: none"> • Mice • De-humidifier. <p>There is still work to do, but I am confident that whoever gets elected tonight will be able to fulfil the requirements and contribute to making this a successful year.</p>	
4	Treasurer's report	
4.1	The Treasurer's report is reproduced at the end of this document.	
5	Election of committee members 2024/2025	
5.1	<p>Alan Roe, Amy Alexakis-Newton, Cate Poolton, Gail Haynes, Jeanette Tipper, Judith Chettle, Margaret Robinson, Rose Cragg, Roy Perry, Sandra Ciuffini, Sharon Spencer, Steve Haynes were re-elected to the committee.</p> <p>Emma Shuttlewood and Lori Slark were not present to confirm that they were content to remain on the committee. Amy Alexis-Newton and Rose Cragg were not present but had indicated beforehand that they were standing for re-election to the committee.</p>	
6	Election of officers 2024/2025	
6.1	<p>Chair: Roy Perry. Nominated by Margaret Robinson, seconded by Cate Poolton. Elected unanimously.</p> <p>Vice-Chair: Gail Haynes. Nominated by Alan Roe, seconded by Jeanette Tipper. Elected unanimously.</p> <p>Treasurer: Jeanette Tipper. Nominated by Aidan O'Hare, seconded by Alan Roe. Elected unanimously.</p> <p>We believe there may be someone in the village not present tonight interested in the Assistant Treasurer role.</p> <p>Secretary: Nominated by Gail Haynes, seconded by Cate Poolton. Elected unanimously.</p> <p>It was decided that an assistant secretary role was not necessary as a formal appointment.</p>	
6.2	Roy will mention the possibility for people to volunteer for the vacant assistant positions in his Chairman's report in the next newsletter, and an email to the village list.	RP
7	Election of trustees 2024/2025	
7.1	The existing trustees were re-elected. Alan pointed out that he had been a trustee for some time and would step down if anyone else wanted to take on the role.	
8	Comments from members of the community	
8.1	<p>Jim Roberts reported that the Parish Council have been sent a portrait of King Charles for display.</p> <p>It was decided that it would be appropriate to display this in the Village Hall entrance hall.</p>	
9	Any Other Business	
9.1	The issue of food waste being placed in the bins and attracting foxes was raised. There are bins available which are advertised as fox-proof. Steve Haynes reported that the Parish Council are following this up.	
9.2	Judith Chettle reported that when the grass is mowed on the field, a sizeable amount of cut grass ends up on the Hall veranda. Jim Roberts agreed to ask the Parish Council Clerk to request that the contractors tidy up around the area of the Hall veranda following the work.	

Treasurer's report

Current Account Balance at 18 th July 2024	£819.17	(2023 £2755.09)
Deposit Account Balance at 18 th July 2024	£17649.48	(2023 £17804.82)
Petty Cash	£150.00	(2023 £150.00)
Total Funds at 18th July 2024	£18618.65	(2023 £20709.91)

General

Firstly, an overall summary of the financial year to December 2023.

Attempting to keep expenditure to a minimum and helped by hall bookings, fundraising, donations & film nights we made a small loss of £667.03. This is a good achievement against increasing service and maintenance costs required to keep the hall in good order

Income

Bookings, hire income together with the film & social club income decreased slightly in the year to December 2023 from £11945.94 to £11227.63. The main single source of revenue continues to be from Sarah Cooke School of Dance which generated £3424.

The hall was used by village & non village groups contributing £2951.50. They continue to remain an invaluable source of income for the village hall & it is our continuing policy to support village & non village groups with their requirements.

Beverley Goddard continues to gain and maximise bookings wherever possible, party bookings remained static during 2023 earning us £1792.

Film nights continued in 2023 with a small loss of £15.41. These are a way of getting the villagers together socially and a big thank you goes to Tony & Marilyn Cox & John & Di Goodgame for running these events. Also, thanks to Rose Cragg for her continued support in helping to run the bar.

We held a live & local event (George Egg) in March 2023 which was well attended and made us £279 after all costs. We held a breakfast in April with a profit of £74.25.

We then discovered that we needed to raise funds towards some roof repairs therefore we held an event for the Kings coronation raising £485. We also received very kind donations from villagers amounting to £1600. The Bake off/Flower show was resurrected in July and raised £680 which again went into our roof repairs fund. During Sept & Oct we held two breakfast mornings raising £416.68 & £165.30 respectively. During December a village calendar was produced and sales after all costs raised £265.34. A further breakfast was done in December with a profit of £355.44. Again, all these were added to our roof fund. I would personally like to thank Gail and her team of helpers in organising and running these very successful breakfast mornings.

The committee continues to monitor the charge out rates in order to maximise our income.

Costs

Fixed costs increased to £6259.63 from £5732 due to increased Insurance costs after a reassessment. Fixed contracts are in place for gas & electric which will keep our heating costs to a minimum and will run until 2025.

The committee continue to investigate installing more efficient ways of controlling the heating and we have now installed a Hive system to enable us to do this.

Annual maintenance costs have increased significantly from £1128.31 to £4199.24 in 2023 due to roof repairs which amounted to £2814 with further costs to come in 2024.

During 2023 we purchased a new roller blind for the small kitchen, a new kettle, breakfast banner, barriers for the store cupboard, a dehumidifier and a vandal proof gas meter box. We also commissioned Bafana Solutions to commence work on a new village hall website.

We held the annual carol concert in December costing £218.40 from our funds.

2023 Accounts

Accounts to 31st December 2023 are completed and signed off. Many thanks once again to Brian Eady for his time and expertise in completing this audit.

Finally, a personal thank you from myself to Roy, Gail & Aidan for their continued support and help during the year in performing my duties as treasurer.

J Tipper

Treasurer