

# ASHTON KEYNES VILLAGE HALL

Minutes of the Annual General Meeting  
held at the Village Hall on Wednesday 24<sup>th</sup> April 2024 at 8.00pm

## Present

Dave Sheppard (Chair & Acting Secretary VH), Brian Kimberley (Treasurer, VH), Rowena Adams (VH),  
Lisa Cartman (VH), Daphne Neale (VH), Johanna Tipping (VH), Kathryn Gray, Dave Wingrove  
*VH = Village Hall Trustee*

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### 1. Apologies

- 1.1 Apologies were received from Tim Bird, Steve Day, Beverley Low (Parish Council Representative), Jackie Mitchell, Stuart Harris (VH), Libby Mackinnon (VH), Phil Moran (VH), David Wain, Diana Wain.

### 2. Minutes

- 2.1 Minutes from the previous AGM were agreed and signed as a true record.

### 3. Chairman's Report

- 3.1 The Chairman read out the report as follows:

Chairman's Report – 2023/24

Welcome to the Annual General Meeting.

It is good that I can leave the presentation of the finances to the Treasurer as it has been a complicated year, with around 30% of our income being for the Solar Panels and EV Charging Point project. I am pleased to say that the Solar panel element of this is now on order and we hope that it can be installed in late May.

Many thanks to those on the team that worked so hard in obtaining grants (mainly Johanna) and for the tremendous efforts on fund-raising from Libby, Johanna and Rowena; plus all those that assisted in one way another.

After the return to normality (following the pandemic), hirings were just slightly above those of the previous year, maybe because of the increase in charges last September.

As you will hear from Brian, our total reserves at the end of 2023/24 are £35,711. Removing the amount that is allocated to the Solar/EV project, we are a couple of thousand down on the previous year, and that is due to some high maintenance costs that were rolled over. Well done Brian for keeping the finances very stable.

We still maintain the Covid Risk Assessment and some of the rules that came with it; just in case. It makes it easy to reintroduce if needed.

Our regular fund-raiser is the Rural Cinema and the attendance is fairly stable. Some of this is down to the social-media stuff that Libby handles.

Maintenance continues (it has to because of the building being so old). We hope to use the scaffolding erected for the Solar panels install to finish some of the exterior painting.

The Village Hall needs an active Management Committee and we are lucky that so many of us put in the time and effort. Thanks also go to people outside of the committees that very often volunteer their time to the Hall.

I would like to thank all of the Management Committee for their work during the past year. There were numerous time-consuming tasks and they have all been handled with energy and professionalism. In addition, I would like to thank Angela Morrissey for her work as Cleaner, as well as Tina Smith for stepping in to do the cleaning when Angela is unavailable. Thanks to Tina Smith for monitoring Water temperature (a CQC requirement).

Thanks to all those outside of the Management Committee that help with the Rural Cinema set-up and break-down work.

It was our eighteenth year of operating a full alcohol licence and all of the legal elements that this required. There have been no issues.

The Constitution dictates that we can have a User Group as it is quite a useful sounding board for people who do not want to be Trustees. We will try and get this started.

Of course, I could not end without thanking the Users, without whom none of us would be here.

- 3.2 Approval of the Chairman's Report was proposed by Brian Kimberley and seconded by Rowena Adams. All were in favour.

#### 4. Treasurer's Report

- 4.1 The Treasurer read out the report as follows:

This has been a very busy year with a lot of fund-raising activities for the solar panels. Financially, we made a substantial profit, which is all earmarked for the installation of the solar panels. I would like to thank the management team for all their efforts towards raising the money, and especially Johanna Tipping for leading the solar panels project and obtaining the grants towards them.

The village was very supportive in all our fund-raising activities, including two quizzes, a barn dance, a Big Brunch Band dance, a New Year's Eve dance, a Just Giving initiative and donations in lieu of Christmas cards. A big thank you to Libby MacKinnon who organised the events, assisted by Rowena Adams.

In summary, income was up £8,237 over outgoings.

This year, the Parish Council grant was £3,500 which included this and past years grants. A further £2,000 has been granted for next year. All these grants will go towards the solar panel fund.

The outgoings were considerably down on last year despite increase in the utility bills and maintenance. The reduction was mainly due to the expenditures on audio/visual equipment and curtains not being repeated this year.

Other major expenditure includes:

Insurance	£1,310.00	
Utilities	£6,052.00	
Cleaning	£6,180.00	
Maintenance	£7,895.00	This included £1,632 for heaters for the AK room, £2,200 for external repairs and decorating carried out in the previous year and £582 to replace the cistern in the ladies toilet. There is also £1,213 for waste collection included in this figure.

The money left in the defibrillator fund was spent on new pads, so this is now zero and should be taken over by the defibrillator team.

The rental prices for the hall were increased in September 2023. This is the first increase since September 2017, and was still below inflation for that 6-year period.

In conclusion, the accumulated funds at the end of the year were up by £8,238 on last year. I have left the ring-fenced fund for future major refurbishment at £15,000 and have also ring fenced £10,390 for the installation of solar panels, batteries and EV charging points. There is another £12,000 from grants in the pipeline for next financial year towards this project, which covers the cost of the solar panels and battery. The remaining balance of £10,321, is required for day to day running expenses and emergencies throughout the coming year

- 4.2 Acceptance of the Treasurers Report had been earlier proposed by Johanna Tipping and seconded by Daphne Neale. All were in favour.
- 4.3 Dave Wingrove asked for additional detail on the Solar/EV funding and was shown a detailed account by the Treasurer.

**5. Charities Act**

The Chairman reported that the Management Committee is fully up to date with the requirements of the Charities Act and that the Annual Return has been completed and email addresses checked.

**6. Election of Management Committee Members**

Rule 5 of the Constitution states that all Village Hall Management Committee members are elected at the AGM, with the exception of the Parish Council Representative (Beverley Low) who is nominated by the Parish Council and the Users Group Representative (none this year) who is nominated by the Users Group. The following attendees put forward their names as wishing to serve on the Village Hall Management Committee and were duly elected as follows:

Elected Member	Proposed by	Seconded By
Rowen Adams	Johanna Tipping	Daphne Neale
Lisa Cartman	Brian Kimberley	Dave Sheppard
Stuart Harris	Rowena Adams	Dave Wingrove
Brian Kimberley	Dave Sheppard	Johanna Tipping
Libby MacKinnon	Daphne Neale	Rowena Adams
Daphne Neale	Brian Kimberley	Dave Wingrove
Dave Sheppard	Johanna Tipping	Rowena Adams
Johanna Tipping	Brian Kimberley	Rowena Adams

The Election of Officers will take place at the first Management Committee meeting after the AGM (Rule 16).

**7. Any Other Business**

- 7.1 Kathryn Gray thanked the Management Committee for assisting in the start of the Craft Group. Kathryn advised the meeting that the Group was going well.
- 7.2 Dave Wingrove (Chairman of the Parish Council) advised the meeting of the forthcoming CIL funds to the Parish. The meeting was advised a special working group had been set-up to decide on how the funds are used. It was noted that some of the funds will be spent on a full structural survey of the Village Hall. Dave pointed out that the funds have to be spent with 5 years.
- 7.3 Dave Wingrove thanked the Management Committee for running the Hall so successfully during the past year.
- 7.3 There was nothing further raised.

**8. Next Meeting (first Committee Meeting of the new session)**

- 8.1 The first committee meeting of the 2024/25 Village Hall year will be arranged outside of the AGM.

There was no further business and the meeting closed at 2041hrs.