

West Pennard Village Hall AGM

Date: 29 January 2025

Start Time: 18:00

Finish Time: 19:07

Location: West Pennard Village Hall

Present: Dorothy Ewing, Gillian Bannell, Debbie Oakerbee, Pearl Mandell, Alison Dean, Warren Cowan, Andi Cowan, Ann Hodgson, Rick Pudner, Lizzy Pudner, Sheila Petheridge, Marion Colman, John Norris, Flora Myer, Phil Michael, Cliff Ormes, Pat Ormes, Julie Roberts, Simon Smith, Kay Archer, Jane Hobbs, Alan Forscutt, Dick Dickinson, Patrick Boyle and Holly Smith.

Apologies: Karen Russell, Philip Russell, David Johnson, Sheila Johnson, Nigel Turner, Linda Wright, Chris Holmes, David Holmes, Lynne Gregory, Lisa Boyle, Les Schwarz, Joe Schwarz and Anna Creed.

1. Welcome & Introduction – Holly J. Smith

2. Review/Approval of the AGM minutes of 2023 (held on 31st January 2024) - All

3. Chairman's Report – Holly J. Smith

During 2024 we lost our very dear friend and colleague Ray Goodby through illness. Ray served on the WPVH committee as Treasurer, Booking Manager, an extremely active committee member and all-round legend. The impact Ray had on both our Hall and community was exceptional.

Ray responded to my advert (aka desperate plea) for a Treasurer in the News & Views in August 2017 and the rest is history! We were not only grateful for Ray's epic operational mind in implementing new systems, he also utilised his incredible knowledge, intelligence and energy into all areas giving his very best to the Hall. Ray had a wonderful ability to communicate in a gentlemanly manner. The support he gave to the Hall, the committee and myself was phenomenal. We miss him greatly and Ray will remain in our memory. We named the stage in memory of Ray as the "Goodby Stage". Cheers Ray!

The Hall experienced a very positive year with regards to growth in all areas including maintenance improvements, fundraising events and support from across our community. The committee have delivered excellent achievements of which has not only impacted upon our Hall, their hard work, energy & dedication have been outstanding. I personally would like to sincerely thank our committee ~ Gillian Banell, Patrick Boyle, Chris Donkin, Warren Cowan, Dick Dickinson, Dorothy Ewing, Alan Forscutt, Jane Hobbs, Pat Ormes, Karren Russell and Nigel Turner. Each member of the committee, no matter their role, have worked tirelessly to ensure the growth and existence of the Hall.

We are incredibly fortunate to have a number of committed volunteers who support the Hall in so many ways. It is hard to name everyone however special thanks to everyone who has helped in any way and in particular these thanks go to Lisa Boyle, Clive Ewing, Andrew Oakerbee, Philip Russel, Simon Smith and Nick Patten.

Our committee structure performed particularly well in 2024, we held four main full committee meetings and the rest of the business was divided into the two sub-committees – Maintenance and Events of whom meet regularly and communicate via their WhatsApp groups.

The Maintenance Sub-Committee has worked extremely hard on standard maintenance and excellent developments such as the Gentlemen's toilets, Accessible toilets, painting of the hall, stage

improvements (including under the stage), storage room, porch, front door and groundwork not alone the plumbing, electricity improvements.

The events Committee delivered an extremely exciting & active events calendar throughout 2024. The monthly coffee and craft mornings continued in growth with amazing attendance giving joy to many in our community. Particular thanks to Karen, Debbie & Dorothy for their leadership with these events. We hosted a range of events from our Auction of Promises, live music, cinema in the hall, plant sale & cream tea afternoon, D Day celebrations, Petanque Tournament, pop-up pubs and the Harvest Supper. Karren Russell kicked off a Lunch & Bingo event in 2023 of which grew tremendously in 2024 with the support of Dorothy Ewing. We hosted two Lunch & Bingos and a Christmas Lunch & Quiz. We ended the year with our biggest Christmas gathering with the screening of *The Elf* to 40 children and 35 adults, followed by the official Christmas Light Turning on with over 120 people. All events made a big impact to the fundraising pot and community spirit.

Our thanks goes to Richard Gardener-Clarke for giving complimentary first aid training to our community in our Hall, with donations going to the Hall. These sessions trained people in using the defibrillator and first-response training.

Through the work of Warren Cowan our relationship with West Pennard School has grown and we are excited on future collaborations.

Finance is covered in detail within David Johnson's Treasurer's report, however I would like to highlight the great work that Ray delivered in his Treasurer role until July 2024 despite his illness. David Johnson kindly stepped in to support the committee as acting Treasurer of which he was voted in by the committee. David has been incredibly supportive, dedicated and has worked hard in order to complete the requirements of this challenging role. Our fundraising was boosted with various grants and our kitchen-fundraising-pot continues to grow with funds from events, the 200 Club and the Auction of Promises event. There was an understandable delay in filing the 2023 accounts of which the Charity Commission were aware of circumstances and these are with an independent examiner. The 2024 accounts have been drafted and currently classed as WIP.

The 200 Club raised £1,120 in 2024 resulting in £560 into the kitchen fundraising pot.

Jane Hobbs has performed her paid roles as Booking Manager and Hall Agent at a very high standard. Her communication with our regular users and one-off hirers has been exceptional and certainly played an important role in the growth of our bookings. Jane's monthly Hall checks as our agent ensures we monitor and deliver on all elements required both legally and in order to serve our users to the very best standard. Our sincere thanks to Jane.

The WPOCH Gardening Group have delivered another year of hard work to give great joy to so many from the epic flowers and plants. Massive thanks to Iris and her team of very skilled and wonderful green fingers. Through the sale of plants, flowers, fruit & vegetables in 2024 Jean & Jon Gollidge have donated £446 in November 2024. The team are looking forward to investing in a shed. Huge thanks to Jean & Jon.

Trustee update – following our loss of Ray, Warren Cowan was voted in as the new Trustee. At the time of writing this report the official files are currently being updated.

Sue Brown, our excellent cleaner, has worked extremely hard throughout 2024 and we thank Sue for everything.

Our website improvements & traffic have been driven by the excellent work by Warren Cowan – thanks Warren.

My final thanks is to the whole community for their trust and support in both our committee and Hall.

In summary the positive year of 2024 has enabled us to start 2025 in a fantastic position for growth and excitement.

No questions from the floor were asked regarding the Chairman's Report.

4. Treasurer's Report – David Johnson (read by Holly J. Smith)

First may I pay tribute to Ray Goodby who served as Treasurer for some years after Liz Aldridge. During Ray's tenure as Treasurer he, along with his committee colleagues chaired by Holly Smith has transformed the facilities and effective use of the Hall into one that is central to the Village community and one to be proud of. His enthusiasm, commitment and energy for the Hall was second to none. Iris and the Goodby family can be proud of his legacy which we, as villagers, truly appreciate. Sadly, Ray had to relinquish the role of treasurer mid-year because of his health; he is very much missed by all. Thank you, Ray.

Now, turning to the financial report as incoming Treasurer:

In the time allowed before this meeting I have been able to complete a draft Income and Expenses statement based on the principle used to date, the Cash Accounting Approach. The Hall records for the year have been reconciled with the Bank transactions. We can report a healthy surplus for the year of £4,024. This has helped boost the reserves for the year to 31st December 2024 to £24,962. It must be noted some of these funds are restricted and committed for projects to improve the Hall facilities.

Overall, 2024 has been a period of consolidation for the maintenance and projects team, with spend (and grants received) substantially down after the high activity in 2023. Encouragingly, the core revenues for the use of the hall are all very positive.

Hall bookings continue to be strong with a good group of regular hirers continuing to grow (up £736 year on year to £6,621 income). Single hire use is also up by £689 to £3,827. The Events and Bar sales together account for an uplift in income of £3,272 against 2023 with a total income in year of £16,127 – an excellent result for the Events team; they are to be congratulated.

As one would expect costs have also increased but this has been disproportionately lower than the income uplift thereby contributing well to the good surplus this year.

From the initial work I've undertaken to date there are reasonable unencumbered reserves for embarking on further projects to improve the Hall's facilities and supporting the community in line with our objective. It must be noted that some project plans are reliant on securing additional grant funding.

These provisional accounts indicate a sound financial position and a good platform for further planned projects and activities. There is further work to be completed before the records may be presented to the independent Examiner for review and clearance so they can be be filed at the Charity Commission.

Looking ahead for 2025 – The Hall hire income is looking secure and the events team have developed a great programme, learning from and building on the successes for previous years.

Finally I do apologise for not being here in person to present this report, but I have prior commitments overseas which I had made before I knew I was taking on the role of Treasurer. Thank you for your time spent reading this report and thanks especially to those who have been a great help to me while I get to grips with the Treasurer's role.

Questions from the floor for the Treasurer (response to these questions will be published after the first committee meeting) **[please note response from new committee is highlighted in yellow – discussed at their first committee meeting of 2025 on 24th March 2025]:**

- i. Balance sheet clarification on:
 - a. Refund of £1,954; David Johnson (DJ) is investigating. Unknown reason by rest of committee. DJ to confirm to committee on outcome.
 - b. Key Deposits; Jane Hobbs (JH) explained that regular hirers pay a £10 deposit for their key and often donate this to the hall when they leave. NFA.
- ii. Gift Aid information for 2024 (£0 in draft accounts); Forms completed in 2024 are ready to be submitted. DJ & Patrick Boyle (PB) agreed to review together and report back to the committee with status & action plan going forward.

5. Appointment of the Committee for 2025 – Iris Goodby

Position	Nominated	Proposed by	Seconded By
Chairman	Holly J. Smith	Patrick Boyle	Gillian Banell <i>Plus show of hands by all</i>
Vice Chairman	Patrick Boyle	Alan Forscutt	Dick Dickinson
Treasurer	David Johnson	Holly J Smith	Alison Dean
Secretary	Karen Russel	Dick Dickinson	Debbie Oakerbee

Committee Members voted for 2025: Gillian Banell, Patrick Boyle, Chris Donkin, Warren Cowan, Dick Dickinson, Dorothy Ewing, Alan Forscutt, Jane Hobbs, David Johnson, Pat Ormes, Karren Russell, Holly J. Smith and Nigel Turner

6. AOB (Open Floor) **[please note response from new committee is highlighted in yellow – discussed at their first committee meeting of 2025 on 24th March 2025]:**

- **West Pennard School Car Boot Sale (raised by Iris Goodby)** – suggestion to work with the School to host at the Village Hall as the recent event held by the School experienced a low attendance. Potentially table-top sale in the Hall to ensure car parking space is offered. Committee agreed that the Hall committee will not interfere with events organised by the school. We do have a great relationship with the School who will ask for support where required. NFA.
- **Flooding & Flood Prevention (raised by Iris Goodby):** suggestion of signage to advise drivers to avoid driving into floods/fast into floods and the application for flood prevention equipment. *This is a matter for the Parish Council – recommendation to attend the Parish Council meeting to raise this important issue. Noted this is not a matter for the Hall Committee. No Further Action (NFA).*
- **WhatsApp Group for Hall Helpers (raised by Debbie Oakerbee):** proposal for a new group for helpers to Hall events & projects. Kay Archer & Simon Smith confirmed they would like to join this group. Committee meeting agreed to set up. HJS has set up – this will be advertised in due course on the Legends (village) WhatsApp group, News & Views, Noticeboards & website.

- **Table Tennis (raised by Pat Ormes):** Pat confirmed a current scheme by English Table Tennis Association of 50% off table tennis tables & equipment from £660 to £330 per table. Suggest of 2 tables for the Hall. Potential Table Tennis club with potential bar Games – Darts, Table Tennis etc. Committee have purchased a second-hand Table Tennis Table & Pat Ormes has organised the first Table Tennis club to take place on Monday 28th April, 7:30-9pm.
- **Public Thanks (raised by Simon Smith):** gave a public thanks to the West Pennard Village Hall Committee which was roundly supported by a show of appreciation & thanks from the attendees of the AGM. No Further Action (NFA).
- **Events Calendar 2025 (raised by Holly J. Smith):** will be published & distributed by end of March. NFA.

Appendix 1: Draft & WIP Accounts for 2024.