



Westleton Village Hall Annual General Meeting 2022

Thursday June 9th, 2022, 4pm

1. Those present:

John Shepherd (Chair, appointed trustee)	Amanda Freeman
Sue Brett (Nominated trustee)	Julian Alexander
Liz Barton (Appointed trustee)	Brian Boulanger
Dilys Hall (Archivist, ex officio trustee)	Debbie Shepherd
Chris Wood (Retiring elected trustee)	Jean Murrell
Barry Banks (Parish Council nominated trustee)	Ivor Murrell
Rob Kempster	Linda Ginn
Colin Fisher	Tom Ash

2. Apologies

Francesca Bartlett (Nominated trustee)	Nikki Feltham (Elected Trustee)
Anne Ingram (Elected trustee)	

3. Minutes of the 2021 AGM

The minutes were agreed as a correct record; there were no matters arising

4. Chair's report

Covid-security: Until today, hall users have been encouraged to wear masks & use social distancing; the chair asked those present whether it was now an appropriate time to return to normal behaviour (while retaining enhanced cleaning, ventilation etc). Those present agreed that it was

It has been another challenging year with limited & stop/start opening (etc) due to Covid, but the hall has still been able to remain mostly operational (with restrictions). However, attendances are still low – film night & Eastern Angles had low numbers, and some of the Hall for All events have had small audiences, leading to reduced income. In part, this had prompted a review of charges which have recently been increased. Two bounce-back initiatives had been grant-aided: the community transport scheme and the afternoon activities sessions; On the transport side the collaboration with CATS for longer journeys is now well-established, the local trips within Westleton less so, and these need to be promoted. The afternoon promotion had established some afternoon activities (e.g. chess) which have become regular events. The Wildflower Festival restarts this year, with a craft fair in the hall, another Art Group exhibition in August, and a book fair in October, but further fundraising events will be needed to break even as the hall is currently operating at a modest deficit which can only be covered by reserves for a short while. The hall's annual report to the Charity Commission is still to be completed

The chair thanked all users, user groups and visitors, and volunteers especially the foyer hosts (the foyer is our USP!), Brian for running the bar at events and gardening etc., Annie for her efficiency, enthusiasm and commitment to getting new activities up and running and to all Trustees & volunteers for their commitment and contributions over the last year. He thanked Chris Wood



(outgoing trustee) for his help with all building and financial matters and advised that Chris Simpson & Mike Brett have joined the hall team and are now overseeing maintenance as volunteers.

Trustees can be appointed (i.e. co-opted) during the year or elected at the AGM, and there can be 5 elected, and 3 appointed trustees. Liz Barton proposed that John be elected as trustee (previously appointed) (Sue Brett seconded, approved *nem. con.*). Colin Fisher suggested that an evening AGM would attract more attendees. The Chair said that various options had been considered and had been tried in the past, but agreed that this would be worth trying again. Sue Brett said that she would be willing to become Treasurer (proposed by the chair, seconded by Debbie, approved *nem. con.*) and Rob offered help with financial software. No-one offered to stand as secretary.

Outgoing Trustees: Irene, Ken, and Chris all retired during the year, and Anne Ingram also resigned recently...

New Trustees: Nikki was elected last year and Fran & Sue have been nominated (by WI & Gardeners respectively). Barry Banks has recently been nominated by the Parish Council, and was welcomed. More user group nominees would still be very welcome...

The role of Secretary remains vacant and needs to be filled urgently. Other roles needed include a Health & Safety officer, a Volunteer Coordinator and someone to maintain & update the website.

The chair noted that as the Hall is now a Charitable Incorporated Organisation, personal liability of trustees is no longer an issue of concern as it is extremely limited.

The Chair and Trustees note with great sadness the death of Tony Ingram: although the redeveloped hall is a testament to his contribution, a memorial has been suggested in the form of a bench and/or a tree. These were both thought appropriate and the suggestions will be looked at by trustees. Another suggestion was made – to name a room after Tony and this too will be considered

In conclusion, the chair noted that the recent Jubilee weekend just finished, with most events very successful. Fran's "We are Westleton 2022" photos had been well-received and Juli's memorabilia were also popular. Liz asked if names could be added to Fran's display, but others commented that GDPR issues would need to be resolved.

5. Treasurers report

In the absence of an elected treasurer, Liz Barton has been covering the role as assistant treasurer with Brian Boulanger as auditor, and presented the annual accounts. Liz reported that expenditure incurred on "bounceback" activities had been partly grant-funded in 2020-21 and was not a recurring cost. There was a deficit this year, partly due to delayed expenditure associated with grants received last year. Other grants had covered much of the greater deficit that would otherwise have been incurred in 2021-22. During the year the cost of electricity had been very high as we had had to pay back the debit that had accrued on our account during the building project. Payments for power had now been reduced and were on a favourable fixed tariff which will end towards the end of the financial year 2022-23. Colin Fisher suggested that gift aid could be explored further. John said that as Covid impact (hopefully) continues to reduce, our capacity to administer initiatives such as gift aid will be moved up the agenda.



6. Any Other business

Amanda pointed out that a pothole outside in the car park was a safety hazard; Chair will follow this up with the maintenance team.

Julian raised the issue of vegetation growth at the bases of walls, particularly ivy which degrades wall condition. It was agreed that this needs to be dealt with. Julian also offered to replace the sign to Darsham (and Middleton).

The Chair thanked all present for their contributions, and asked them to encourage people to become trustees (and organisations to nominate them) and help us keep the show on the road !

Meeting closed at 16.50