

Ashburnham and Penhurst Village Hall

Charity number 305160

Minutes of the Annual General Meeting of the Sole Managing Trustee of Ashburnham and Penhurst Village Hall held on Saturday 13th April 2024 at 12 noon in the Village Hall

Those present:

As trustees: Cllrs Jay Ashworth, Ron King (Chairing the meeting) and Chris Sinden.

27 members of the public

In attendance: Brian Holdstock, Sec and Treasurer

1. Trustee Apologies for absence

Raul Spicer, Richard White and Fraser Williamson.

2. Minutes

The minutes of the previous AGM held on 20th May 2023 were circulated to those present at that meeting. There were no objections to them being formally adopted as a true and correct record.

3. Premises reports (Secretary)

a) Running repairs and renewals completed in past twelve months

- i. Repairs to kitchen wall cupboards.
- ii. Clearing garden and grounds at front of building.
- iii. Exterior lighting replacement.
- iv. Interior lighting replaced with energy savers.
- v. Kitchen redecoration.

b) Equipment purchases in past twelve months.

- i. New cooker
- ii. GoPak trolley for table storage
- iii. Short mat bowls equipment for second lane.

c) Works in hand

- i. Kitchen floor replacement.
- ii. Broken barge board on elevation above entrance door.

4. Financial reports (Treasurer)

a) The accounts for the year ended 31st March 2024 were circulated. The treasurer explained the detail behind significant variations from previous years including additional income from a grant and expenditure on energy, repairs and renewals and equipment purchases. A forecast for 2024/25 formed part of the statement and showed the first of the parish council annual grants of £1,500 leading to a projected outcome for the next financial year of a small surplus (c.£600).

There were questions to the treasurer about the separate accounting for fund raising proceeds banked in the Appeal Fund. The treasurer agreed to review this practice and to integrate fund raising income and expenditure with the village hall cash book.

b) Auditing arrangements. The meeting was informed that Anne Leeves is happy to continue to audit the accounts. The audit for 2023/24 has been completed and the audit report confirms that the accounting statement accurately reflects transactions in the cash book and that the bank balance is as stated in the accounts.

As well as recording thanks to Anne Leeves, the meeting also wished to record thanks to Robin Ratcliffe for caretaking and bookings management and to Carol Lovett for housekeeping and cleaning.

c) Hire charges. Trustees have not increased hire charges for the current year and intend to continue to reflect hire charges at the cricket pavilion.

d) The treasurer confirmed that the proceeds from fund raising for the village hall are banked in the Appeal Fund where there is an unspent balance £2,837. This can

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attract support funding from Ashburnham Thanksgiving Trust (ATT) of 3:1 which means that an additional amount of £8,619 is available for improvements. At the start of the 3:1 support scheme ATT put a cap of £50,000 on it and of that there is £9,000 remaining.

5. The future - open forum

a) Friends of the village hall - discussion and future plans.

The organisation of the friends has yet to take form. Trustees extended an invitation to the friends to appoint one or two people to represent their views at trustee meetings. The next trustee meeting is on 15th May.

There were questions about the disposal of funds in the Appeal Fund which were raised for the new village hall project which is now on hold. The treasurer explained that this is not a matter for the village hall AGM, but the question will be an agenda item at the annual village meeting on 25th April.

b) Projected improvements.

i. WiFi. It was generally agreed that providing WiFi and an internet connection at the village hall is essential for any future development including wider use for hiring as, for example, a training venue.

Surveys have revealed that the mobile phone signal is quite inadequate and installation of a phone line would be a more cost effective solution than satellite (Starlink costs over £70 per month). Trustees will pursue this option as a matter of urgency.

ii. Car park. The improvement to the car park is linked to surface water drainage not only from the car park, but from the building rain water down pipes. A scheme has been developed and costed for taking rain water from The School House, the village hall and the car park and putting it into a new soakaway module. At a cost of some £10,000 the Ashburnham Estate share for The School House would be 40% of that and the village hall share would be subject to ATT 3:1 support funding. The net cost to the village hall would be approximately £1,500 and trustees intend to press forward with the scheme. This could be as early as May if the Ashburnham Estate can make an early decision.

6. Any other business

There being no other business the Chairman closed the meeting at about 12.55.

Signed

Date