

**Minutes of the Quenington Village Hall Annual General Meeting  
Tuesday, 5<sup>th</sup> October 2021 at 8pm**

**Committee members present:** John Dooley **JJD** (Chair) **FH**, Ray Sheldon (Treasurer) **RS**, Margaret Stranks (Minutes) **MS**, Joan Grosscurth **JG**, James Sweeting **JS**, Sue Thomas **ST**.

**Members of the public present:** Lorna Knights, Eric Partington (Cotswold Arcadians)

**Apologies** were received from Val Trafford & Antonia Faulkner (committee members).

**Welcome:** Lorna Knights & Eric Partington were welcomed to the meeting. **JJD** apologised for the lack of heating, but explained that the committee are still working out the best way to use the new controls.

**Minutes of AGM 27<sup>th</sup> October 2020:** These had been distributed to committee members beforehand by email, copies were available at the meeting, and also on the QVH part of the Quenington Village website. They were agreed as correct, and proposed to be adopted by **RS**, seconded by **MS** and agreed by all present. A copy was then duly signed by **JJD** and will be filed, with a copy to be available on the QVH website.

**Matters Arising from the Minutes:** There were none.

**Presentation of the Annual Report:** A copy of the report given by **JJD** is attached. Its adoption was proposed by **RS**, seconded by **JS**, and agreed by all present.

**Presentation of the Annual Accounts:** **RS** presented the accounts for the year 1<sup>st</sup> July 2020 to 30<sup>th</sup> June 2021. As usual, these have been independently examined and verified by Trevor Hunt Accountancy Limited, 48 Malmesbury Road, Leigh, Cricklade SN6 6RG. In summary: net income £22,005.90 and total expenditure £10,177.75 bringing the total closing balance to £38,564.62. **RS** pointed out that, as last year, normal trading activities had been limited by the Coronavirus pandemic, but this had been offset by substantial government grant aid, enabling repairs and renewals to be planned for the current year (report and accounts summary attached). Adoption of the accounts was proposed by **MS**, seconded by **JG**, and agreed by all present.

**Election of the Management Committee:** In accordance with the QVH Scheme requirements, the current committee members stood down, and **JJD** took the role of acting-Chair. All members of the previous committee were all willing to serve again, and so were re-elected without opposition, along with Lorna Knights. Therefore, the committee members (trustees) for 2021/2022 are: John Dooley, Antonia Faulkner, Joan Grosscurth, Lorna Knights, Ray Sheldon, Margaret Stranks, James Sweeting, Sue Thomas, and Val Trafford.

There was no other business, but as the meeting concluded, Eric Partington expressed his thanks to the trustees for their work in maintaining the hall in a good condition, and for making the Covid requirements clear and easy to follow. He also raised a question about the use of the sound system, which trustees will follow up with him. The meeting concluded at 8.30pm.

Signed as a correct record of the meeting: ..... Date: .....

## Quenington Village Hall AGM, 5<sup>th</sup> October 2021 - CHAIR'S REPORT

This has been an interesting year. We started the year with Covid, but with social distancing restrictions for smaller groups, which allowed us to hold a face-to-face AGM in 2020. We rapidly returned to lock-down, so the hall has not been used much during most of year, but it is great to see it is now starting to come back to life as our users return to their regular times in the week. Hopefully we can make it through a whole year with our users in regular attendance!

We, as the committee, have responsibility for keeping the hall running for our users and the local community and as part of this I would like to extend my thanks to:

1. Ray for his work as treasurer. He has kept the finances ticking over and sourced a number of grants which have helped balance the books while rental income has been lost.
2. Margaret for her work as secretary and keeping us all abreast of Covid developments. She has also kept the website updated, and me on my toes as Chair.
3. Val for her work in keeping us fed and watered during coffee mornings, and for her sensible ideas and input to meetings.
4. James for quietly getting on with repairs and keeping the hall maintained over the year.
5. Joan for her invaluable input and support across all areas in keeping the hall running.
6. Antonia as keeper of the keys and for running the 100 club through the year – a valuable source of income during this lean year.
7. Sue for willingly joining the committee – even if it has been an odd year to do so! We will no doubt find you some tasks for the coming year!
8. Anne (Wyatt) who has kept the hall spick and span over the past year, and who keeps a close watching eye on it whenever she drops in to clean.

Lastly, I would like to give a big “Thank You” to all of you for your support, enthusiasm and cheeriness during another difficult year and for your support as I have tried to chair the committee. Your support has been much appreciated.

Looking forward to 2021-22, we have a number of events planned, including our regular Apple Day later in October and our monthly coffee mornings.

This year we have decided not to hold an Air in G event, but we are planning a Jubilee event in early May 2022, which we hope will mark a happy return to normal life. This event will be run in conjunction with the Parish Council and we hope will also be supported by other groups in the village to make it an occasion to remember for the village.

We are always open for new members and hall users and are looking forward to this coming year which we hope will see the hall being used more extensively. Here's to a less restrictive 2022!

John Dooley, October 2021

**QUENINGTON VILLAGE HALL**  
**Registered Charity No. 301602**  
**TREASURER'S REPORT – AGM 2021**

This report covers the financial year from 1<sup>st</sup> July 2020 to 30<sup>th</sup> June 2021

**Income – Total for the year £22,006**

Letting income for the year was down at only £1,653 due to the Hall being in full or partial lockdown for a substantial part of the financial year, all as a consequence of the continued Covid 19 pandemic. However further central government grants were made available to support small businesses and three separate grants totalling £18,603 were sought and obtained. Hence the significant increase in total income when compared with the previous year (£16,639).

Further income of £1,430 came from events and fundraising activities which included two coffee mornings, the Village Apple Day and the sale of Apple Recipe booklets. The Village Apple Day was again supported by a donation of £120 from the village fete towards hiring the apple press. Included within this figure is £1120 raised by the feed in tariff from the solar panels on the roof (over twice the figure from the previous year!).

Small donations amounted to £35 for the year.

100 Club takings were £708 which was a small increase from the previous year.

Finally, there was a small amount of bank interest amounting to £9.

**Expenditure – Total for the year £11,828**

Total expenditure for the year was up £3189 from the previous year. The opportunity was taken to renew the boiler and relocate it from the kitchen to an external location at the rear of the hall. As a result, minor repairs were needed in the kitchen. The total cost of the boiler and repairs was £6170. Repairs to and updating of the external signage cost £432. Routine maintenance and repairs and gardening costs amounted to £460.

Utility charges including electricity, water, BT and heating oil decreased to £1459 compared to the previous year to reflect the reduced use of the Hall during closure periods.

Insurance premiums were £731 and cleaner costs were £1440. The management committee felt it was necessary to maintain weekly cleaning of the Hall during closure periods and the opportunity was taken to clean the carpets.

Administration costs were £1135, an increase over the previous year, largely due to a one-off cost of £336 to renew the website. Other administration costs include CDC premises licence, performing rights licence, hallmaster licence, accountant fees along with printing and stationary costs.

Prize money for the 100 Club was £318.

### **Summary**

Normal trading activities were extremely limited due to the continued pandemic requiring the Hall to be closed for significant periods. Substantial government grant aid was obtained during the year and the opportunity is being taken to increase activity on repairs and renewals. Total income (including grants) exceeded expenditure by £10,178. The total funds at the end of the year have therefore increased to £38,565.

Ray Sheldon  
Treasurer – Quenington Village Hall Management Committee  
5<sup>th</sup> October 2021



QUENINGTON VILLAGE HALL

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDING 30TH JUNE 2021

	2020/21			2019/20
	Gross		Net	£
	Income £	Expenses £	£	
<b>INCOME</b>				
Lettings	1653.00	0.00	1653.00	5026.50
Fundraising	1429.79	152.00	1277.79	909.43
Donations	35.00	0.00	35.00	73.01
Grants	18603.21	0.00	18603.21	10000.00
Events	158.00	120.00	38.00	235.76
100 Club	708.00	318.00	390.00	324.80
Interest Received	8.90	0.00	8.90	69.84
<b>TOTALS</b>	<b>22595.90</b>	<b>590.00</b>	<b>22005.90</b>	<b>16639.34</b>
<b>EXPENDITURE</b>				
Repairs & Renewals			7062.66	3998.77
Heat, Light, telephone, utilities			1459.07	1861.60
Insurance			731.56	726.30
Cleaning			1440.00	1230.00
Administration			1134.86	822.70
<b>TOTALS</b>			<b>11828.15</b>	<b>8639.37</b>
<b>INCOME LESS EXPENDITURE</b>			<b>10177.75</b>	<b>7999.97</b>

BALANCE SHEET AS AT 30TH JUNE 2021

**ASSETS**

		2020/21	2019/20
Cash in Hand		216.05	410.62
Book record	No. 1 A/C	3392.36	1028.94
	No. 2 A/C	17698.31	4697.49
	Deposit A/C	17257.90	22249.82
		<b>38564.62</b>	<b>28386.87</b>
<b>FINANCED BY:</b>			
Balance at 1st July 2020	Cash in Hand	410.62	268.44
	No. 1 A/C	1028.94	7740.99
	No. 2 A/C	4697.49	195.04
	Deposit A/C	22249.82	12182.43
(Deficit) / Surplus of income over expenditure		10177.75	7999.97
		<b>38564.62</b>	<b>28386.87</b>