

# Shipton Gorge Village Hall Trust

*Charity no. 291996*

## **Minutes of the AGM**

held on 28<sup>th</sup> March 2024

Present: Julie Bartrum-Lang (JB-L), Kate Chomacki (KC), Richard Hewlett (RH), Graham Garner (GG), Tony Mallett (TM), Sally Parker (SP) + 3 members of the public

### **1 Apologies for absence**

RH welcomed all to the meeting.

Apologies from Diane James, Yvette Smith, James Webster, Chris Hewlett

### **2 Approval of minutes from 2023 AGM**

Minutes approved and signed.

### **3 Chair's report**

RH identified some key events and actions carried out by the VH Trust during the last year. (Attachment 1)

Thanks were expressed to RH for all his hard work as Chair.

### **4 Treasurer's report**

TM gave his last report. (Attachment 2)

Thanks were expressed for all his hard work as Treasurer and past Chair. JB-L is now our Treasurer. Thanks also expressed to Robert Pettit for reviewing the Hall accounts again this year.

### **5 Election of Trustees**

TM has resigned as a Trustee.

RH, GG, KC, JB-L declared their willingness to stand again.

One further trustee to be co-opted when possible.

SP continues as Village Society representative.

JW would like to retire as PCC representative (tbc).

RH noted the continuing challenge in recruiting for village committees.

### **6 Election of Independent Examiner of Accounts**

Paul Thimont has agreed to take over the review of the Hall accounts. RH proposed, JB-L seconded. JB-L to contact Paul c. Jan 2025.

### **7 BVN donation**

RH proposed an annual donation of £50 to support the BVN, to bring Shipton in line with many other villages in the Bride Valley. JB-L seconded. Donation will be reviewed at AGM in future.

> JB-L to action the transfer.

### **8 AOB**

None.

## Attachment 1

### **Chairman's Report for AGM on 28<sup>th</sup> March 2024**

Good evening everyone and welcome to the Annual General Meeting of Shipton Gorge Village Hall Trust. This report covers our activities for the preceding year.

With Covid restrictions now just a receding memory use of the hall has bounced back and our regular hirers are now operating as before with multiple weekly sessions of table tennis, two sessions per week of dog training and single weekly sessions of yoga and circle dancing and monthly use of the hall for Breakfast Church. All of this is in addition to regular meetings of village organisations and the staging of village events, plus irregular private hires for parties and celebrations. Unfortunately the weekly sensory play session for very young children fell by the wayside but, when present it was a joy to see the hall being used for such an activity!

Once again we were very pleased to be able to support Artsreach and promote two events, one in February, the other in November. Both comprised folk music duos playing spell-binding music of the highest quality to packed audiences. At this point I'd like to jump to the present and pay particular thanks to Kate Chomaki for her role as our Artsreach Promoter. She's been instrumental in providing us with many magical productions but now needs to relinquish this role. Kate, please accept our profound thanks for everything you've done to bring Artsreach performances to our village hall. There have been some truly memorable productions and we are very grateful that you gave so much of your time to make them happen so successfully.

Throughout 2023 Trustees worked on developing plans to ensure that the hall's facilities are brought up to date and, crucially, that they are accessible by all. The feedback from a public consultation at the start of the year enabled us to confidently press on seeking various design options to consider. Finally, by the end of the year we arrived at a design we were happy to proceed with. It envisages a small extension adjacent to the current entrance path which will house the toilet and hand washing facility for those with mobility issues, and a reconfiguring of the current ladies and gents cloakrooms which will provide additional facilities for ladies. Access to the building will become step-free and the rear emergency exit will become ramped. The design was submitted to the PCC and the Diocese for comment and approval. Both organisations fully endorsed the proposal and design, enabling us to move forward with the project.

Again, to jump to the present, a final small tweak to the design now links the new extension to the current building, enabling a slightly larger entrance lobby than we currently have. The final design is displayed here for your information and I learned yesterday (and this will be news to Trustees) our application to Dorset Council for planning permission has now been submitted. This project has taken a long time to get to this point and, bless Dorset Council, they're not rushing things and have immediately asked that a Preliminary Roost Inspection is carried out to determine that there are no bats in the roof. This has to be carried out by specialists and our agent tells us that there's a 2-3 week wait for their services. We've also been advised that the Council is currently taking no less than 16 weeks to determine applications.

My thanks must go to my fellow trustees for all of the work they have carried out to enable the hall to fulfil its remit. There are a myriad of tasks that have to be carried out to ensure that the building is well-maintained, safe to use and available to hire. Particular thanks go to Sally and Graham for enabling this and to Julie, for taking on the vital role of Treasurer. However, on behalf of all the Trustees, I'd like to give a big thank you to Tony Mallett. This is his final meeting before he retires and, to be perfectly frank, we're going to struggle without him. A past Treasurer but more

significantly our Chairman during Covid when we needed a calm and clear head to lead us through probably the most stressful time we've had to endure. Tony led us magnificently and ensured that when the hall was able to reopen it did so carefully and safely, complying with all of the government's directives and procedures that seemed to change by the week! We all owe him our grateful thanks and count ourselves lucky that, for us, he was in the right place at the right time. He can now go and put his feet up.

Thank you for attending this meeting; your presence is much appreciated. The committee of Trustees will be meeting directly after this AGM and if you would like to stay on for that you would be made most welcome.

## Attachment 2

For this short report I will be referring to the Trust's statement of financial activities and balance sheet for the year ending 31<sup>st</sup> December 2023. These have been made available to the AGM and will also be appended to the AGM minutes.

Hiring-out of the hall and storage charges brought in £6,760, and with an extra £1,840 from donations, bank interest, profit from Artsreach along with profit from the 100 Club gave a healthy income just under £8,6000.

On the spending side of things, regular outgoings amounted to £5,270 with energy costs, maintenance and cleaning accounting for nearly 80% of that figure. With the addition of other expenditure needed to keep the hall running, total outgoings for 2023 came to £5,600.

It is worth noting that we spent 44% more on energy in 2023 relative to 2022.

Overall we ended the year with a surplus of around £3,000.

When added to existing reserves this mean the Trust had net assets of £37,540 at the end of 2023.

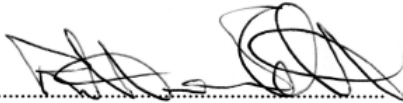
AK Mallett  
Acting treasurer to 31-12-23  
Sipton Gorge Village Hall Trust

**SHIPTON GORGE VILLAGE HALL TRUST**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2023**


|  | <u>1st January to<br/>31st December 2023</u> | <u>1st January to<br/>31st December 2022</u> |
|--|--|--|
| <b>Hall income</b>                                   |  |  |
| Hiring   | 6,610.00                                     | 4,808.00                                     |
| Rent and storage                                     | <u>150.00</u>                                | <u>250.00</u>                                |
|  | 6,760.00                                     | 5,058.00                                     |
| <b>Outgoings</b>                                     |  |  |
| Gas  | 1,002.37                                     | 510.92                                       |
| Electricity  | 504.92                                       | 533.76                                       |
| Water  | 227.59                                       | 146.54                                       |
| Rent   | 5.00   | 5.00   |
| Cleaning   | 1,392.61                                     | 1,144.80                                     |
| Maintenance  | 1,214.65                                     | 1,553.61                                     |
| Property insurance                                   | 754.26                                       | 726.15                                       |
| Other hall expenses                                  | <u>170.01</u>                                | <u>1,384.97</u>                              |
|  | -5,271.41                                    | -6,005.75                                    |
|  | <u>1,488.59</u>                              | <u>-947.75</u>                               |
| <b>Donations</b>                                     | 100.00                                       | 225.00                                       |
| <b>Fund raising – 100 Club</b>                       | <u>849.00</u>                                | <u>871.01</u>                                |
| <b>Artsreach</b>                                     |  |  |
| Income   | 1,133.80                                     | 973.50                                       |
| Outgoings  | <u>732.67</u>                                | <u>645.81</u>                                |
|  | 401.13                                       | 327.69                                       |
| <b>Other outgoings</b>                               |  |  |
| Performing rights                                    | 77.40  | 139.20                                       |
| Committee expenses                                   | 0.00   | 0.00   |
| Printing postage & stationery                        | 26.59  | 9.09   |
| Sundries   | <u>229.45</u>                                | <u>391.63</u>                                |
|  | -333.44                                      | -539.92                                      |
| <b>Interest</b>                                      |  |  |
| Interest   | <u>488.51</u>                                | <u>90.57</u>                                 |
|  | 488.51                                       | 90.57  |
|  | <u>3,327.23</u>                              | <u>566.52</u>                                |
| <b>Surplus / (deficit) on ordinary activities</b>    | <u>2,993.79</u>                              | <u>26.60</u>                                 |
| <b>Retail , Hospitality &amp; Leisure Fund Grant</b> | 0.00   | 2,667.00                                     |
| <b>Surplus / (deficit) for the year</b>              | <u><u>2,993.79</u></u>                       | <u><u>2,693.60</u></u>                       |

**SHIPTON GORGE VILLAGE HALL TRUST**  
**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2023**

|  | <u>31st December 2023</u> | <u>31st December 2022</u> |
|--|---------------------------|---------------------------|
| <b>Reserves brought forward (in bank+cash)</b> | 34,542.31                 | 31,848.71                 |
| <b>Surplus / (deficit) for the year</b>        | 2,993.79                  | 2,693.60                  |
| <b>Reserves carried forward</b>                | <u>37,536.10</u>          | <u>34,542.31</u>          |
| <b>Balances carried forward</b>                |                           |                           |
| Cash   | 0.00                      | 0.00                      |
| Bank current account                           | 2,390.94                  | 1,734.66                  |
| Bank deposit account                           | 33,031.77                 | 30,763.56                 |
| COIF Charities account                         | 2,603.39                  | 2,494.09                  |
| Nationwide (100 Club - closed)                 | 0.00                      | 0.00                      |
| Debtors and prepayments                        | 0.00                      | 0.00                      |
|  | 38,026.10                 | 34,992.31                 |
| Less 100 Club accrual                          | -490.00                   | -450.00                   |
| Other creditors and accruals                   | 0.00                      | 0.00                      |
| <b>Net assets</b>                              | <u>37,536.10</u>          | <u>34,542.31</u>          |



R HEWLETT  
Chairman



J A Bartrum-Lang FCCA  
Treasurer

**SHIPTON GORGE VILLAGE HALL TRUST**

**INDEPENDENT EXAMINERS REPORT  
TO THE TRUSTEES OF SHIPTON GORGE VILLAGE HALL**

I report on the accounts for the year ended 31st December 2023 which are set out on pages 1 and 2.

**Respective responsibilities of trustees and examiner.**

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993) and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts (under section 43 of the Charities Act)
2. follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, and
3. state whether particular matters have come to my attention

**Basis of independent examiners report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not therefore provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view, and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In the course of my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
  - a. to keep accounting records in accordance with section 41 of the Act; and
  - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or
2. to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.



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R Pettit BA, ACA

17-03-2024  
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Date