

Kirknewton Village Hall Trust

AGM Minute – 14th May 2025

Present - Colin Martin, Peter Brewis, Tony Reed-Jones, Jean Davidson and Janet Leggett.

5 members of the public.

Apologies for absence: None

Minutes of previous AGM held on 13th May 2024

Proposal of minute as a true record? – Tony Seconded Janet.

Matters arising

1. Several committee members would like to obtain food hygiene certificates. Suitable training course are to be identified. **Action: Peter Brewis**

2. Signing for toilet use by members of the public: The committee have looked into the costs associated with public use of the toilets. Since Covid the footfall using our amenities has increased substantially and our cleaning costs for the hall are approximately £1300/annum.

The committee are concerned that the increased use of our septic tank could require a substantial investment in the future and the reserve (sinking fund) set aside has to be increased to include for this possibility.

At present we receive £500 /annum from the Council as part of the welcome host scheme. The Trust will approach the Northumberland Council, St.Gregory's Church and AD Gefrin Distillery to ask for funding. **Action Peter Brewis**

The fall back position of the Trust is that if no additional funding is available, we will consider whether the toilets are viable to keep open for the general public.

The hall will shortly have a contactless payment arrangement so that donations can be received. **Action Peter Brewis**

3. A breakdown of the insurance premium was asked for to understand the weightings applied: Our insurers could not provide this.
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Chairman's Report May 2025

We have had a relatively quiet year : business as usual, no major bookings or building works. We still need to keep on top of maintenance though if we want to keep our building at its best.

This year's project was to revitalise the floor in the main hall. It's about 15 years since it was last done and it was beginning to look a bit scruffy. We were able to source grant money for this and arranged to have it professionally sanded down and recoated. It took a while for the smell of solvent to dissipate but I am sure you'll agree they did a great job.

We are now actively looking at the entrance hall, with a view to making it more welcoming to our users. It's looking rather dated (the main information board refers to things as they were 25 years ago when the hall was built). We think it needs a complete revamp to bring it into the 21st century. We are in discussion with Northumberland national park with a view to

improving the tourist information part, but the main thing is to brighten it up and welcome people in. Any ideas from hall users will be gratefully received.

We still need to improve our storage. We are gradually accumulating more (mainly sports) equipment, all of which needs to go somewhere out of the way while other sports and events are taking place. Restructuring the shelving in the back store will help, but there is a lot of unused loft space upstairs, as mentioned last year – we just need to find an easy way to access it.

Regular hall users still include archery, badminton, table tennis and Indoor bowls. We have now added a pickleball set with the hope of maybe starting something regular. In the meantime, the equipment is here and available (as is the badminton kit) for anyone who would like to come and try this burgeoning new sport.

Our local groups are not only our main source of income but they are also our main reason for being here – we are here to support our community and help keep everyone connected.

Our community social nights, every month or so are well attended and are a valuable chance for locals to get together for a chat.

The church too, have been booking the hall for fundraising quiz nights, which form another vital connection for our community.

But, as I said last year, what we really need more of are external bookings – Income that comes from outside our immediate community helps to keep everything else going.

Elections, Weddings, Parties, Funerals, Meetings - We just need to encourage more of them!

For the future it would be great if we could reduce our energy (electricity) bills. We have a large area of roof albeit facing east, west rather than the ideal south where we could put solar panels. This combined with battery storage to store electricity produced by the sun during the day for our own use or to release back to the grid for financial gain later.

With battery storage there is also the opportunity to harvest cheap night rate power from the grid to release during the day at a profit. Rather than go to the expense ourselves, there is the opportunity to rent our space to an outside company. We still get 'free' electricity for the hall, but any surplus is sold back to the grid by them as their profit from the scheme.

Thanks again to our committee for all their hard work over the past year. We are all volunteers and many of our team contribute a lot of (unpaid) hours to Village Hall work and without them it would be impossible for us to function properly.

A special thankyou here must go to Brian and Dorothy Sharp who retired this year after more than a quarter of a century's dedicated work on our committee.

Thanks also to everyone else in our community for your support.

We are always on the lookout for new willing volunteers to join our committee or, if that's not for you, we will be happy for you to help out in any way you can. Plus, we are always receptive to new suggestions whatever they might be.

Thanks

Colin Martin

Presentation of the accounts

See Tony's financial summary at end of this report. Comments from Tony as follows:

Financial review

The accounts are prepared on a receipts and payments basis and report the actual cash receipts and cash payments made in the reporting period.

The financial statement highlights a small deficit of £50.99 which results in a year end cash balance of £17426.37.

Total Receipts

Total receipts in the year to 31st January 2025 were £11616.73.

Non – Recurring receipts

We applied for grants towards the floor refurbishment and received a total of £3500.00 during the period from Sir James Knott Trust and Community Chest for which we were most grateful.

Recurring receipts

Total recurring receipts of £8116.73 generated in the year was an increase of 30.0% on 2023/24. This increase was driven by several factors including a full years carpet bowls income (£470.00 v £90.00), the use of the venue as a polling centre (£450.00 v £nil) and income generated from additional social evenings among others.

The table below shows the internal hiring income within the recurring receipts:

	£
Archers	2270.00
Dancing	90.00
Table tennis	312.00
Badminton	1442.00
Carpet bowls	470.00
Total	4584.00

It is worth noting how much the trust depends on a few user groups and while it is positive to have regular user groups the hall remains underutilised for much of the time.

External hiring income totalled £2000.00 in the year; the table below shows its make up:

	£
Bikers – hire hall weekend	300.00
Polling (2 days)	450.00
Welcome Scheme	500.00
Other hall hires (14)	750.00
Total	2000.00

KVHT events raised £1242.53 in the year, this being in the main income generated from the halls social gatherings.

Total Payments

Total payments for the year were £11667.72.

Non – recurring payments

A total of £4992.00 was spent on the floor refurbishment in December 2024. As reported above this was partly funded through two grants totalling £3500.00 with the balance of £1492.00 funded through the reserves of KVHT.

Last year's expenditure of £21112.01 was spent on the completion of capital projects, being the refurbishment of bar area and new doors in the foyer and fire doors in the main hall.

Recurring payments

The total recurring payments for the year were £6675.72 compared with £4897.54 in the previous year.

Our insurance costs are lower due to the decision taken to increase the excess from £500.00 to £1000.00.

The electricity costs at £944.11 are 38% higher than last year, this is partly down to the accounts being completed on a cash basis as opposed to accrual and prepayments.

We have benefited since July 2021 from a contract with SSE which have kept our charges well below current market rates, this three-year agreement came to an end during the year and for the next three years the levels will be 30% higher than previously.

Water rates totalled £764 in the year.

Our cleaning costs of £1290.99 represent one of our largest overheads at 19.3% of recurring payments.

The licence costs were reduced following discussions with PPL/PRS.

The repairs, maintenance and serving costs this year of £1785.70 included £1597.10 for the painting of the Main Hall as well as annual PAT costs and Fire servicing costs.

KVHT event costs of £490.80 were for restocking the bar.

Sundry costs of £448.08 are shown in the following Table.

	£
PCC share of gross profit from Bar at Quiz nights	170.00
Pickleball kits	123.98
Tables committee room	114.10
Others	40.00
Total	448.08

Conclusions

The committee have overseen many improvements to the hall of a capital nature over the last number of years including a refurbished kitchen, an extension to our small committee room, our new washroom facilities, our refurbished bar and our new foyer doors and fire doors.

This year with the work recently completed on the main halls floor, we clearly have a venue which is most attractive to hire out.

Our booking secretary continues to receive regular enquiries mainly through our excellent website which highlights what we can offer. However, most of these hires are for just 3 or 4 hours and as reported above we are very reliant on just a few user groups.

With a capital balance of £17426.37 at the year-end the Trust is in a stable financial position in the short to medium term, however and as reported previously with our building insured for just under £1,000,000 the cash balance is not substantial in comparison. If we were to

incur some unforeseen substantial costs this cash would be used up quickly, which is why we continually review our reserves policy.

The committee is aware that in the medium to long term our recurring costs should be and must be matched by recurring revenues, this is a substantial challenge for us and is something we have managed to do once again this year.

Acceptance of the financial report Peter, SecondedJean

Questions to Tony:

From the floor:

Suggestions for events – Bridge club, Bingo, Beetle Drive, Whist drive, Games night with a supper, Speakers to be invited.

Committee are considering dark skies event, willow foraging and a gin/whisky tasting event with Ad Gefrin in the run up to Christmas.

Action Committee

Election and appointment of committee

Constitution permits a maximum of 10 appointed committee members and 3 elected members.

There were no new expressions of interest to join the committee.

Existing committee is to continue next year but Dorothy Sharpe is standing down after many years of excellent service. David Dobson has also decided to stand down.

The elected officers will be confirmed at the next general meeting.

Policies and governance

Policies are in place for Finance, Financial Reserves, Fire Risk Assessment, Health and Safety, Hire Agreements and, Safe Guarding and Equalities. A policy on Equality, Diversity and Inclusion has been adopted by the committee.

These policies will be reviewed annually by the committee or as required.

Any other competent business

None. Meeting closed at 8 pm.

Date of next AGM

To be confirmed for May 2025.

KIRKNEWTON VILLAGE HALL TRUST

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST JANUARY 2025

Receipts (£)		<u>2025</u>		<u>2024</u>
Non-Recurring – receipts				
Community Chest	1500.00		-	
Sir James Knott Trust	2000.00		-	
Subtotal – non-recurring receipts		3500.00		-
Recurring - receipts				
Internal hiring	4584.00		3897.00	
External hiring	2000.00		1574.50	
KVHT Events	1242.53		640.43	
Interest	290.20		132.66	
Subtotal – recurring receipts		8116.73		6244.59
Total Receipts		11616.73		6244.59
Payments (£)				
Non-Recurring – payments				
Bar Refurbishment	-		7692.00	
Main Hall Floor	4992.00			
Doors	-		13420.01	
Subtotal – non-recurring payments		4992.00		21112.01
Recurring – payments				
Insurance	878.44		952.01	
Electricity	944.11		686.37	
Water rates	764.00		588.00	
Cleaner's expenses & janitorial supplies	1290.99		1313.35	
Licences	73.60		224.80	
Repairs & renewals & servicing	1785.70		570.24	
Sundry	448.08		185.30	
KVHT Events	490.80		377.47	
Subtotal – recurring payments		6675.72		4897.54
Total payments		11667.72		26009.55
Receipts less payments		(50.99)		(19764.96)
Opening bank current account		17477.36		37242.32
Closing bank account(s)		17426.37		17477.36