

ANNUAL GENERAL MEETING AT BEARE GREEN VILLAGE HALL

8 pm THURSDAY 9th June 2022

AGENDA

- 1. Chairman's Welcome**
- 2. Apologies for absence**
- 3. Minutes of AGM for year ending 31st March 2021. (24th May2021)**
- 4. Matters arising**
- 5. Treasurer's Report**
- 6. Chairman's Report**
- 7. Rotation of Officer**
- 8. Correspondence**
- 9. Any Other Business**

**Draft minutes of AGM of 24th May 2021 7:30, relating to financial year 2020/21,
held via “zoom”**

Present : Sandy Horvath, Chairman, Paul Mott, Deputy Chairman and Secretary, Steve Campbell, Trustee, Alan Smallwood, Trustee, Linda Horvath, Trustee, Revd Barbara Steadman-Allen, Merv Young, Jackie Solomon, Shaun Solomon, Caroline Salmon, Laura Mott

The Chairman welcomed those present

There were no apologies for absence

Minutes of the AGM held 15th March 2021 in relation to the year ending 31st March 2020 were approved. There were no matters arising.

Treasurers' report

The Treasurers' report was given by Linda Horvath. It had been circulated in advance electronically. It was noted that the loan is shown alongside rent, the loan is £500 per quarter and ends in 2036. The accounts show a combined loan and rent figure to match the direct debit.

Grants in total this year arranged by Paul Mott from Gatwick Airport Community Trust, Mole Valley District Council and Capel Parish Council have totalled £23,389. Hall hire income is down this year to £5936.

The accounts presented at the last AGM on the 15th March this year (for the year ending 31st March 2020), have now been checked and certified and both the Corporation Tax and Charity Commission returns have been duly completed. We would like to thank Mr. Peter Holland ACIB for giving his time and effort to do this for us, and to thank Alan Smallwood for arranging for this to happen.

The annual accounts have been compiled for the year up to the 31st March 2021 by Michelle Carvell whilst I have remained as Treasurer, managing the payment of invoices and petty cash. The accounts have yet to be Certified.

Much of our regular income was diminished due to the three Covid 19 Lockdown periods. However, as you can see from the accounts, we were supported by MVDC with support Grants, for which we are really grateful.

Chairman's Report

Sandy Horvath noted that 2020/21 has been a strange year for everyone and the use of the Hall was reduced drastically due to the lockdown periods. It has been very sad to see so many of local clubs and hirers not being able to use the Hall over the past 12 months, but we hope as the lockdown restrictions slowly reduce we will see many of them return and enjoy their activities once again. That said, those who were legally allowed to, did come back for those short few months last summer.

Let hope that the latter part of 2021 and 2022 gets back to somewhere near normal and the Hall will be busy with local people enjoying social interaction once again.

In March this year we have seen the Hall transformed into a Covid 19 Vaccination Center at weekends. This is being carried out by South Street Pharmacy and it is anticipated that the weekend usage and hire by the vaccination center will continue through to late autumn. We appreciate this will have an impact on weekend hire by community members but we

hope everyone agrees that this project will help secure the health and wellbeing of Beare Green and the wider community.

Whilst the Hall usage has been low the Trustees have remained busy working to obtain grants from various sources to improve the building. To this end we have carried out the following:

- New LED street lights in the carpark - Thank you to Capel Parish Council for their grant that paid for these, and to Paul Mott for both submitting the grant application and arranging the installation.
- We have two new air source heat pumps that heat the main and front halls, these have already shown a significant reduction in the heating costs for the building - thank you to Gatwick Community Trust for the grant that paid 2/3 of the cost, and to Paul Mott for both submitting the grant application and arranging the installation.
- We have upgraded the CCTV and added additional cameras which were supplied by our local firm REDEYE - again thank you to Capel Parish Council for their grant towards this.
- We have redecorated the Main Hall and lightened the room by using a pebble grey over the dark wooden paneling and changed the magnolia ceiling areas to white. This has helped transform the hall to a brighter and more modern feel, which has been commented on by a number of regular users and has helped attract bookings.
- Once the hall was decorated, we carried out some minor electrical work by installing an outside power supply, which can be used by hirers or the BGCA for outdoor events. At the same time, we have had new power sockets in the two halls that include USB points to support groups such as the Youth club when they return.
- General maintenance has been continued throughout and a big thank you to Alan Smallwood for repairing the loose and sunken kerbstone on the pathway up to the hall and the restoration of the Porch cover over the kitchen door, along with many other repair jobs he has undertaken throughout the year.
- With a further grant from Capel Parish Council we have been able to place 6 bat boxes within the village.
- Lastly with a 50% donation from John Bell of South Street Pharmacy we have installed a burglar alarm on the premises which gives direct notification to the Trustees in the event of it being activated.

The Community Fridge was able to use the Building through the lockdowns to prepare over 5000 bags of food. The highest week saw 136 bags being delivered by its volunteers, which enabled a large number of the community to access surplus food. It remains a welcomed asset in the village.

As we said just a few weeks ago at the last AGM, the Trustees and committee will continue in our efforts to make the hall self-sufficient. As always, we are looking for new ideas for events and would welcome any ideas on what you would like to see happen at the hall. The telephone number for information on events, can be found in the Parish Mag and on our website.

None of the activities or the running of the Halls happen without the work of our volunteers and trustees and would welcome anyone from the Village to join the managing committee either as a volunteer or a Trustee. I would very much like to thank all our volunteers and the trustees for

everything they do to help because without them some events would simply not take place.

I would also again like to thank MVDC for their community support grants along with Capel Parish Council and Gatwick Airport Community Trust. I would also like to thank Cllr. Caroline Salmon and Rev. Barbara Steadman-Allen for their continued support for the Village. We would also like to wish Barbara a happy, healthy and well-deserved retirement when she leaves us at the end August.

Lastly this is my last year as Chairman having held the role for the last 3 years, however I will continue as a trustee.

Rotation of Officers

The meeting thanked the trustees who have stood down this year, Lesley West and Lorraine High. Sandy announced he is standing down as chairman. Paul said he is willing to stand as a candidate for chairman. The appointment of chairman and vice chairman by trustees will take place at the next trustees' meeting on 9th June. Sandy will continue as trustee and offered to stand as Secretary, although if anybody else would like to take over later as secretary he would be glad. He was nominated as secretary by Steve Campbell and seconded by Shaun Solomon. Laura Mott offered to become a trustee; she was nominated by Steve Campbell and seconded by Shaun Solomon. The meeting appointed her. Linda was re-appointed as treasurer (nominated by Paul Mott and seconded by Steve Campbell).

Cinema

Cinema has not been on since February 2020, because of the coronavirus.

Correspondence

None

Any Other Business

Merv Young asked if Brownies and Rainbows might be able to use the hall on a reduced rate. This was agreed to given their particular circumstances on an exceptional basis.

Caroline noted that she is now community and services lead on the council.

The date of the next trustees' meeting is 9th June 8:00. This will be the first committee meeting post the AGM, and will appoint a chairman and a vice chairman.

The meeting ended at 20:10.

Treasurer's Report for the Financial Year ending 31.03.2022

The annual accounts have been compiled for the year up to the 31st March 2022 by Michelle Carvell whilst I have remained as Treasurer, managing the payment of invoices and petty cash. The accounts are draft at this stage.

We would like to thank Laura Mott for managing the bookings and invoicing. Our regular income which had been diminished during Covid 19 Lockdown periods, has recovered as many of our regular users returned during the course of the financial year, though the number of private bookings was well down due to ongoing fears about omicron. This was more than offset by bookings of the hall on at least one day most weekends for vaccinations given by a local pharmacy, which had just begun in April 2021, and are ongoing today. The number of private hires has begun to increase recently.

The rental income from the vaccinations has allowed a significant growth in the balance of our reserve bank account, to the point where it now more than covers the debt that we have to Mole Valley for a past loan due to the cost over-run on the hall's 2016 extension. This is a more comfortable position to be in, as if the management of the hall "folded" due to some unforeseeable calamity, such as a lack of trustees to run it, there would not be an outstanding debt. We entered into informal discussions in autumn 2021 with Mole Valley about the possibility of paying off this debt, which is scheduled to be paid off by 2036, early, but they did not encourage this, and would have charged the interest due on the debt profile out to the end of the planned term regardless. Therefore we did not proceed with this, but are glad to know that the debt is now covered by our reserves.

As you can see from the accounts, we were again supported by MVDC with “hospitality and leisure” covid support Grants (national in origin, but local authority-administered), for which we qualified, and for which we are really grateful.

Our electricity tariff was fixed throughout the year at 11p/kWh including VAT and climate change levy. The heat pumps have done their job in reducing our electricity bill, most of which is heating related, from about £3000 a year to about £1000 a year.

When the fix ends in March 2023, we expect our tariff to increase to about 35p/kWh if current market conditions still prevail.

I will not go through the accounts line by line, however, if anyone has any questions please do ask. In hard cash terms at the start of 1st April 2021, we had £2051 in the current account and £13,600 in the reserve account., a combined total of £15,651. At the start of 1st April 2022, we had £2,733 in the current account and £39,003 in the reserve account, a combined total of £41,736. Our total cash therefore grew by £26,085. The large reduction in the number of hours the vaccine centre is operating, from an average of 2 full days a week, and sometimes even 4 days a week, down to half a day per week, means this growth in our balance won't be sustained in the next financial year.

The certification of the accounts by an approved person is in hand and they will be published on our website along with any corrections once this has been done within a few weeks.

Thank you

Linda Horvath
Treasurer.

Chairman's Report for the Year ending 31.03.22

I would like to welcome you all to this year's BGCA AGM. I became chairman in summer last year, which already seems a long time ago; I'm also webmaster, and secretary.

2021/22 was again an unusual year for the hall due to covid and the arrival of its new cousin, omicron. As Linda has noted, the reduction in the usual hires was more than made up for by the new vaccine hire. The vaccine centre at the hall was convenient for local people wanting protection, and this was something trustees believed in – that vaccinations were the ultimate way out of the public health crisis. However, at times there was car parking disruption across the village during peaks, and three of the trustees at various times took car park marshalling duty to try and make sure this was minimised. From December, vaccine clients no longer had to remain on site for 15 minutes after their treatment due to new rules, and this helped a lot in reducing dwell time and hence the number of cars on site that had at times used up all the car park capacity. Looking forward for a moment, vaccine operations are now down to a half day per weekend, but are expected to continue into the autumn. That half day hire is of the entire hall and starts at 07:00, so the vaccine rental income is still very significant in comparison to any other hire we do.

Three regular users failed to return in 2021/22, one yoga class, one pilates class, and one exercise class, but by the end of the financial year a new exercise class at the hall had commenced, and a new yoga class will commence in July 2022. Pilates has not come back, and the hirer now operates her classes via "zoom".

Hirers have commented positively on the repainting of the hall the previous year, and on the availability of air conditioning on the hottest days of the year, which reduced for example the very few cases of nervous vaccine clients fainting at such times.

A food vendor using our car park and power supply came and went during the course of the year, as they found an alternative venue, and was recently replaced by a similar vendor.

I have a vision that Beare Green Village Hall should be the greenest it can be. As we already have new LED street lights in the car park thanks to a grant from Capel Parish Council, and two new air source heat pumps thanks to Gatwick Community Trust, during the year I applied twice to Mole Valley District Council for a grant for two 7 kW chargers to go in the car park, after getting the necessary estimates to approximately cost the job. Whilst these were not successful, looking forward I can report that the third application was successful, the funds should arrive by the end of this month and the chargers will be in by late Autumn.

The Community Fridge is now using Turner House rather than the village hall car park; it seems very successful there and the move from the hall car park has not reduced its utilisation.

Cinema re-started in the autumn at the hall, but attendances have been low – we are operating it at a small loss (which we think to be OK). The vaccine centre operator, John Bell Pharmacy, made a contribution towards cinema costs. The films for this spring were chosen on the basis of being box office hits, and we are hoping that more will come.

The children's Christmas Party, with trustee Jackie Solomon as lead organiser, was a massive success, with over 30 happy Children each receiving a present and food and enjoying games and painting, and the Christmas themed bouncy castle BGCA had hired. The entire event was funded by BGCA, and we are grateful to the helpers that came.

Sadly with abundant omicron around Christmas time we did cancel the over 60's party, and fun day couldn't take place in 2021; nor could our usual jumble sales.

The village bookshare has been thriving and growing under Gary Anstee's diligent management.

None of the activities or the running of the Halls happen without the work of our volunteers and trustees and would welcome anyone from the Village to join the managing committee either as a volunteer or a Trustee. I would very much like to thank all our volunteers and the trustees for everything they do to help because without them some events would simply not take place. I would like at this point to record my special thanks to Jackie and Shaun Solomon, who are resigning as trustees. Thanks to them the hall sports an excellent set of blinds all round, Shaun's handyman skills have been brilliant as for example tiler, and without Jackie's organisation and vision, the children's party would not have been the success that it was. Nor would past fun days have been the same without the amazing Solomon family burger stall. I would like to give them this gift from the outgoing trustees :

Any new ideas for what you would like to see happen at the hall are welcome. Looking forward, fun day next week will feature 15 stalls and 4 food vendors including BGCA, plus a band. Entry will be free, so will use of the bouncy castle we have hired.

James Stewart and Gary Anstee both kindly offer themselves as new trustees. I seek views on their appointment from the meeting.

I would also like to thank Cllr. Caroline Salmon and Rev. Barbara Steadman-Allan for their support for BGCA. Barbara retired in August, and BGCA put on a retirement party for her at the hall which was lovely. She still supports us - she was a helper at our April jumble sale.

I will continue in the 2022/23 year as Chairman. I am planning on doing the Chairman role for a maximum of 3 years, which is the past pattern, but if anyone wants to become chairman ahead of then, I would step aside for them.

Thank you.

Paul Mott, Chairman

Management Report

Beare Green Community Association
For the period ended 31 March 2022

Prepared on
9 June 2022

Table of Contents

Financial Activities.....3

Balance Sheet.....4

Financial Activities

April 2021 - March 2022

	Total
INCOME	
Grants	13,117.00
Hall Hire	34,389.24
Merebank Movies	67.50
Total Income	47,573.74
COST OF SALES	
Movies	322.50
Total Cost of Sales	322.50
TOTAL	47,251.24
EXPENDITURES	
Event Expenses	260.54
Hall Admin	3,982.51
Office/General Administrative Expenses	2,999.98
Phone Costs	-617.02
Rent	2,727.34
Repair and maintenance	9,769.68
Utilities	0.00
Gas	612.00
TV Licence	159.00
Water	504.15
Total Utilities	1,275.15
Total Expenditures	20,398.18
NET OPERATING INCOME	26,853.06
OTHER INCOME	
Bank Interest	2.83
Total Other Income	2.83
NET OTHER INCOME	2.83
NET INCOME/(EXPENDITURE)	£26,855.89

Balance Sheet

As of March 31, 2022

	Total
FIXED ASSET	
Tangible assets	
Fixtures and Fittings Cost	7,456.00
Total Tangible assets	7,456.00
Total Fixed Asset	7,456.00
CASH AT BANK AND IN HAND	
NatWest Current	2,733.15
Petty Cash	427.87
Savings	39,003.65
Total Cash at bank and in hand	42,164.67
NET CURRENT ASSETS	42,164.67
NET CURRENT ASSETS (LIABILITIES)	42,164.67
TOTAL ASSETS LESS CURRENT LIABILITIES	49,620.67
TOTAL NET ASSETS (LIABILITIES)	£49,620.67
CHARITY FUNDS	
Opening Balance Equity	9,408.53
Retained Earnings	13,356.25
Surplus/(Deficit)	26,855.89
Total Charity funds	£49,620.67

Management Report

Beare Green Community Association
For the period ended 31 March 2022

Prepared on
9 June 2022

Table of Contents

Financial Activities.....3

Balance Sheet.....4

Financial Activities

April 2021 - March 2022

	Total
INCOME	
Grants	13,117.00
Hall Hire	34,389.24
Merebank Movies	67.50
Total Income	47,573.74
COST OF SALES	
Movies	322.50
Total Cost of Sales	322.50
TOTAL	47,251.24
EXPENDITURES	
Event Expenses	260.54
Hall Admin	3,982.51
Office/General Administrative Expenses	2,999.98
Phone Costs	-617.02
Rent	2,727.34
Repair and maintenance	9,769.68
Utilities	0.00
Gas	612.00
TV Licence	159.00
Water	504.15
Total Utilities	1,275.15
Total Expenditures	20,398.18
NET OPERATING INCOME	26,853.06
OTHER INCOME	
Bank Interest	2.83
Total Other Income	2.83
NET OTHER INCOME	2.83
NET INCOME/(EXPENDITURE)	£26,855.89

Balance Sheet

As of March 31, 2022

	Total
FIXED ASSET	
Tangible assets	
Fixtures and Fittings Cost	7,456.00
Total Tangible assets	7,456.00
Total Fixed Asset	7,456.00
CASH AT BANK AND IN HAND	
NatWest Current	2,733.15
Petty Cash	427.87
Savings	39,003.65
Total Cash at bank and in hand	42,164.67
NET CURRENT ASSETS	42,164.67
NET CURRENT ASSETS (LIABILITIES)	42,164.67
TOTAL ASSETS LESS CURRENT LIABILITIES	49,620.67
TOTAL NET ASSETS (LIABILITIES)	£49,620.67
CHARITY FUNDS	
Opening Balance Equity	9,408.53
Retained Earnings	13,356.25
Surplus/(Deficit)	26,855.89
Total Charity funds	£49,620.67