

SARRATT VILLAGE HALL
(Registered Charity Number 302464)
Minutes of Annual General meeting
Monday 9th January 2023 at 8.00 p.m.

Present:

Roger Dudley (Chairman) - Tennis Club
Michael Groom (Vice Chairman) - elected
Colin Plummer (Treasurer) - elected
Anne Griffiths (Kitchen & Bar Administrator) - SPLAT
Larry Griffiths (Secretary) - elected
Alan Poulton - Holy Cross
Carol Chorley - British Legion
Daniel Haynes - Sarratt Scouts
Dawn Pitts - Afternoon WI
Jeff Baker - elected
Jennifer Haynes - Horticultural Society
John Gell - Parish Council
Ted North - elected
Vicky Fern - Sarratt Festival of Music
Jenny Roberts - Bookings Secretary

Also in attendance:
Sue Clark

1. Welcome

The chairman welcomed all to the meeting, which covers the hall activities in the year ending in September 2022.

2. Apologies for absence

Jackie Creed (Kitchen & Bar Administrator) - Sarratt Care
Jonathan Holmes - History Society
Joan North

3. Minutes of last AGM

These were previously distributed by email to committee members, and acceptance was then proposed by Michael Groom, and seconded by Carol Chorley. This was then carried unanimously.

4. Matters Arising

From the last AGM:
None.

5. Treasurers Report

Colin distributed copies of the Balance Sheet as at 30/9/2022, the Income and Expenditure Account for the year ended 30/9/2022, and the Independent Examiner's Report dated 9/12/2022.

Colin then gave the following report for the year October 2021 to September 2022: - Like last 2 years, it is difficult to summarise or compare to previous years as we had time closed and time running at low capacity due to the Covid pandemic. We still have a healthy amount in the bank, to cover emergencies and some future improvements.

Luckily our electric and gas accounts have been protected by long term agreements which will expire in February and October 2023 respectively.

The accounts for the last year to September 2022 have been examined and agreed by David Clough, as our Independent Examiner. Colin also thanked David Clough for his advice and the independent examination and also thanked the committee and Jenny Roberts, the booking secretary, for their support.

Looking forward to 2023 we have increased the hire fee by around 5% and expect expenses to rise by about 8% which will reduce our surplus but help both hirers and the hall as the more the hall is used the greater the income. Now that the interest on savings for Charity accounts has risen we have invested a considerable sum with Redwood bank on a 95 day notice account.

Roger Dudley proposed that the meeting accept the accounts; this was seconded by Michael Groom and carried unanimously.

6. Appointment of Independent Examiner for 2023

Carol Chorley proposed that David Clough was appointed as Independent Examiner for 2022. This was seconded by Anne Griffiths and carried unanimously.

7. Chairman's Report

This was our first full year post-pandemic. At the start of the year we started our recycling efforts in earnest, and this is now going fairly well, except for some of the larger external events where hirers will not obey our rules. The new building plans are progressing, Derek Kent did these and we put them in to Three Rivers District Council, but the planning officer wrote back suggesting changes that the council might require in order to approve them, and this is now being worked on.

The new noise limiter works well, but we had a problem when one hirer's DJ bypassed the system by plugging in to an unmonitored power point. This power point has now been removed.

We obtained quotes for redoing the tarmac in front of the hall, but the cheapest was about £6000, and we now intend to repair the worst parts ourselves. We replaced the sound mixer unit when a hirer broke the old one, and we investigated buying a new main hall projector, but for the use this projector gets this did not seem worthwhile, but we intend to put a new bulb in it, which will improve its projection. The new photo of the village people on the green, taken on the Queen's Jubilee weekend, is now hung in the front hall, at the same time the older photo taken at the millennium has been reprinted and replaced. Roger thanked Steve Cavalier for his work on these.

Fund raising during the year included the 2022 Quiz Night - the last to be run by Peter and Trish Clements, who Roger thanked for their over 20 years of quizzing! The Ferret Racing night in April was a great success raising over £2000, and we also had a valentine show with Ian McMillan and Luke Carver Goss and the Vamp Til Ready Concert party in November. The Sunday Markets have been run each month all the year, still proving a popular attraction, and providing a modest extra income. Roger thanked Scilla Roe, Steve Cavalier, Jenny Roberts, and Anne and Larry Griffiths for their efforts on these.

Roger also thanked Jenny Roberts for doing an excellent job with the bookings, John Daly for his caretaking work, and Elaine Daly for cleaning and tidying the kitchen. We must also thank Colin for his Treasurer activities during another difficult year for the hall, and we must thank Ted North for helping with heating and plumbing problems.

Finally Roger mentioned the BBC Radio 4 Any Questions broadcast from the hall in January 2023 - not exactly a fund-raiser, but good publicity for the hall!

8. Elections for Committee members

The committee currently consists of 12 members appointed by Sarratt Societies, Clubs, and Organisations, and 5 elected members, who have to be elected every year at the AGM. There are currently no co-opted members.

The following five persons offered themselves for election to the management committee:

Colin Plummer,
Larry Griffiths,
Jeff Baker
Michael Groom.
Ted North,

These five were then proposed by Anne Griffiths and seconded by Vicky Fern. Their election was then agreed unanimously by the meeting.

Going forward the committee now consists of 12 members appointed by Sarratt Societies, Clubs, and Organisations, and 5 elected members.

9. Any Other Business

Roger reminded the meeting that fund-raising activities organised so far this next year are:

Village Hall Quiz Night – January 21st.

Sue Clark pointed out that the lighting outside the front door is not very good – the committee will check whether they are working properly, or perhaps need an upgrade.

Sue Clark also asked if the History Society could have some sort of display cabinet at the hall to show some of their collection of historical artefacts. Perhaps this could be provided during the proposed alterations.

10. Date of Next Annual General Meeting

The next AGM will be on Wednesday 10th January 2024, at 8 p.m., in the main hall.

Next Committee Meeting - this will be immediately following this AGM.

The chairman then declared the meeting closed at 8.30 pm..

THE SARRATT VILLAGE HALL MANAGEMENT COMMITTEE

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30TH SEPTEMBER 2022

INCOME			EXPENDITURE		
2021		2022	2021		2022
£	£	£	£	£	£
21545 Hire fees		54858	ADMINISTRATION		
0 Sarratt Parish Council -grant	0		3949 Wages(incl tax & NI)	10204	
397 Sarratt Parish Council -reimbursement	246		1981 Insurance	2119	
0 Three Rivers Grant	<u>5661</u>		216 Licences & subscriptions	1348	
		5907	596 Computer maintenance	625	
Fundraising:			730 Telephones	941	
397 Sunday Markets	1621		335 Miscellaneous	642	
0 Quiz Night	866		260 Professional fees	<u>260</u>	16139
0 Ferret racing	<u>1175</u>		CLEANING & CARETAKING		
		3662	6166 Wages/services	15720	
			107 Materials	1050	
			120 Windows	<u>197</u>	16967
250 Donations		176	690 CAR PARK & PLANTED AREA		814
923 Interest received		826	REPAIRS & MAINTENANCE		
			501 Structure, fixtures & fittings	2703	
			3838 Boiler replacement	0	
			326 Fire Protection	<u>763</u>	3466
			UTILITIES		
			135 Council rates	786	
			1178 Electricity	1828	
			1343 Gas	1444	
			264 Water	842	
			694 Refuse	<u>909</u>	5809
			OTHER		
			0 Building Extension		<u>149</u>
					43344
			83 SURPLUS/DEFICIT FOR THE YEAR		<u>22085</u>
<u>23512</u>		<u>65429</u>	<u>23512</u>		<u>65429</u>

INDEPENDENT EXAMINER'S REPORT TO THE **SARRATT VILLAGE HALL COMMITTEE**

I report on the accounts of the Trust for the year ended 30 September 2022 which are set out on pages 1 to 2.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

examine the accounts under section 145 of the 2011 Act;

to follow the procedures laid down in the general Directions by the Charity Commission under section 145 (5)(b) of the 2011 Act; and

to state whether particular matters have come to my attention


Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. 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 any such matters. The procedures undertaken do not 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 connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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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David Clough FCA
Tanglewood
Church Lane
Sarratt
Rickmansworth
WD3 6HL

9 December 2021