

Compton Dundon & Littleton Village Hall TA11 6PQ
 Registered Charity No. 304522
 Chairman: Janet Davies, Ferndale, Peak Lane, Compton Dundon.

Mrs Janet Davies presided over the Annual General Meeting held on Tuesday March 14th at The Meadway Hall, Compton Dundon.

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1. Welcome. Janet Davies opened the meeting & welcomed 26 residents of Compton Dundon & Littleton.

2. Apologies: Tiffany Kearton.

3. Minutes of the AGM 2022 previously circulated. The minutes were signed as correct.

4. Matters Arising. None.

5. Report of the Management Committee – Janet Davies

The aim of this report is to give a picture of the way in which the Management Committee of the Meadway Hall work to provide facilities for social and educational use by the residents of Compton Dundon and the surrounding area as stated in our Charitable deeds.

The name of the charity is Compton Dundon and Littleton Village Hall and the registration number is 304522. The address of the hall is:

The Meadway Hall, Ham Lane, Compton Dundon. TA11 6PQ.

The address of the hall for the charity is that of the hall chairperson:

Janet Davies of Ferndale, Peak Lane, Compton Dundon. TA11 6PE

The Charity Trustees for the year 2022/2023 have been:

Chairperson – Janet Davies - 100 Club and the WI from December 2022

Vice Chairperson – Ally Dore – Village Lunch Club

Secretary – Tiffany Kearton – Parish Council resigned April 2022 Now elected

Treasurer – Simon Dore - Elected

Booking Secretary – Tracey Hole

Minutes Secretary – Angie Roberton – Elected

Julie Gordon – PCC resigned February 2023

Fay Ridgill - Gardening Club

Helen Miles - Toddler Group

Patrick Ferguson – Short mat bowls

Sue Hibberd – WI resigned End of November 2022

Kevin Fleming – Parish Council as from May 2023

Bryan Leyshon – Elected

Pete Matthews – Elected

Sarah Morris – Elected - resigned December 2022

Greg Jones – Cricket Club

Craft Club has had no representative.

We have vacancies for 1 elected and 2 co-opted members.

The object of the charity is, in the interests of social welfare, to improve the conditions of life of the inhabitants of the area of benefit without distinction of political, religious or other opinions and the maintenance of: A Village Hall for use by the inhabitants, including use for meetings, lectures and classes, other forms of recreation and leisure-time occupation and a recreation ground for use by the inhabitants. One way of meeting this objective is that we have various groups for villagers to partake with, namely The Garden Club, The Village Lunches,

Short Mat Bowles, Women's Institute, Walking football, Line Dancing, Toddlers & Baby Group and CAMEO (come and meet each other) and various other groups.

The use of the Meadway Hall continues to develop and change – both by regular users and individual bookings. More information about this will be given in the bookings report. Our aim is for bookings to cover the cost of running the hall and that additional maintenance and improvement to the building and its surroundings should be financed by fundraising events.

The treasurer has continued to provide a monthly expenditure report. Simon will discuss this further in his report.

Bookings report – Tracey will discuss this in her report.

The committee have a responsibility to have in place certain policies such as child protection, equal opportunities, data protection and privacy policies for safeguarding the public and the management committee. Regular checks, tests and maintenance of electrical equipment, central heating boiler, fire extinguishers and fire alarms are made.

Risk assessments are also in situ. During the year committee members have kept up to date with initiatives and responsibilities relevant to Village Halls. Much information is provided through the Community Council for Somerset and by the Charity Commission. We are in the midst of reapplying for Hallmark 1 and 2 due to the 3 year expiring date shortly and also applying for Hallmark 3 for the first time. Hallmark is a quality standard scheme for the management of community buildings such as our hall providing a benchmark for a well managed hall.

It is important to continually maintain and improve the hall and external areas. Monthly reports are discussed as to what is needed to be done. The car park edges are been weeded and tidied up yet again, however this is an ongoing project to ensure the area remains tidy. Goal posts and nets are now in situ. A zip wire is also now in situ. The circular tree seat in recognition of Les Taylor's time on the hall committee needed to be replaced due to deterioration of the wood and now a more substantial seat has been installed. Sadly Les passed away just days before the completion was finished. The meeting room now has circular clusters on the ceiling to improve the acoustics, many thanks to Angie for organising this. Wall panels have been discussed to further improve the acoustics for speech clarity. The flower troughs and borders continue to be managed by Fay, many thanks to her. Kevin has conducted a comprehension village survey as to how many use the hall and for what purpose also ideas for future activities and community projects. We have agreed a quote for renewing the curtains in the main hall and meeting room and await the refit in due course. Also the existing lighting in the main hall and foyer is being replaced next month with LED to improve the lighting and reduce energy usage.

Various other inside and outside work continue to be adhered to. The Parish Council supports the village hall by covering the cost of grass cutting. The Solar panels continue to be an added income with the excess generated units paid into our bank account. Although Lynda Lofthouse retired from the committee she has kindly continued to monitor the solar panels output which we are very grateful for this.

Unfortunately vandalism can be a problem and is always reported to the Police. I would urge anyone to please report to a committee member if seeing any wrong doing. Any damaged caused in turn amounts to money having to be made available to repair the damage.

The hall has been cleaned by Kevin Snell since June 2022 and reports any concerns to the committee.

The 100 club continues to provide a source of income and has been renamed as the 100+ club as there are now 150 tickets, all of which have been sold. Tickets were sold during December, January and February for £10 each. The first draw of the year took place last Wednesday. The winning amounts have now increased to £20, £15, £10, £5 per month from March to November. In December there are 7 winning amounts £100, £75, £50, £25, £15, £10, £5.

The Village Lunches are now in their 12th year. This project has been developed in partnership with St Andrew's Church to provide an opportunity for local residents to meet and enjoy a meal together. All the work to provide this is done on a voluntary basis with a team of people taking it in turns to cook, serve food etc. Due to a lack of volunteers lunches are now every other month until further notice. The lunches have been very successful and are usually held on the last Wednesday of each month. People are asked to book in advance to assist with the catering. It was not planned as a money-making project but the profits made are shared between the hall and the church. The 'Village Lunch' is now registered with South Somerset District Council as a Food Business and the food hygiene inspection awarded a level 5 yet again recently, the highest award possible.

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The Christmas Bingo is held on the 2nd Saturday in December each year and was very well supported despite clashing with the England football game. Many thanks to committee members and also non-committee members for their support for this event.

We have a Village website which includes information about the hall including the ability to be able to book online. There is a calendar which shows availability. Thank you to Kevin for continuing to update the website.

The Parish Newsletter incorporating The Herald enables news about forthcoming events in the Meadway Hall and the Church to be advertised. Information is also displayed on the village notice boards and the website.

Once again as Chairperson I would personally like to thank all members of the Committee for the time and effort they put into the running of the hall as there is so much work that goes on behind the scenes that keep the hall operational. Their work is very much appreciated and invaluable.

Janet Davies
Chairperson
14/3/2023

6. Treasurer's Report AGM 2023: Simon Dore.

2022 marked a beginning of a return to more normal levels of activity in the hall. We had been recipients of several Government grants in 2021, which meant that our total income has remained broadly similar, although the grants have been replaced by income from hiring. The number of bookings has continued to increase with many regular groups.

We have continued to receive regular income from the renewable energy generated by the solar panels, and we have recouped the original outlay in just over 7 years.

However, as the year progressed and inflation began to hit, our expenses started to rise and the accounts reflect a partial year's increase in costs, as some of our expenses were on fixed term contracts that are or have now terminated, which means that future expenses will reflect these increase even more. For example, our electricity costs will be more than 3 times that which we have been paying. The cost of oil has more than

doubled. There have been increases in all our costs, with others such as broadband still anticipated.

We have managed to build up a good balance, and this is earmarked for improvements in the facilities we offer. These include upgrading the toilets, replacing curtains, upgrading the main hall lights to dimmable LEDs, with controls actually in the hall rather than the corridor, and better soundproofing the meeting room. There are also other improvements that have been put forward for future discussion.

The Trustees have a policy to ensure that the level of income raised from Hiring charges is sufficient to cover the running costs of the hall, and detailed study of the level of charges showed that a small increase in hiring rates was necessary to ensure that this remains the case. It was decided that from January 1st this year that the charges would be altered. This is the first increase since 2015. We have also simplified the charging system to an hourly rate, with residents' discount on the first part of any booking.

I have served as both Booking Secretary and Treasurer for several years now, and I feel that it is time for someone else to take over the role of Treasurer from me, particularly as I believe it is important that more than one person has an understanding of the systems and how to operate them.

7. Bookings Report: Tracey Hole

We have had an amazing year!

Just 26 days from the last AGM to now without an event/hire in the hall.

More than 11 private events last month alone, in between the regular groups.

For 2023 we have a very full diary already, there are under 40 empty days in the diary again. We have a new booking form on the website and this links to the email I service and allows me to ask the potential hirer questions prior to calculating their usage fee. I make contact with the local groups that have regular sessions here if there is an enquiry for a days hire and allow them the choice of moving their session, cancelling or keeping their booking before we get back to the enquiry with our reply.

Its lovely to be getting various bookings for 2024 already, we are a popular venue and very reasonably priced even with this years increase.

8. Appointment & Election of Trustees

Appointed trustees from the village user groups:

WI	Janet Davies
100 Club	Janet Davies
Toddler Group	Helen Miles
Village Lunch	Ally Dore
Cricket Club	Greg Jones
Parish Council	Kevin Fleming
PCC	Steve King
Short Mat Bowls	Lynne Sandbach
Craft Club

Election of trustees:

Angie Roberton	proposed: Janet Davies	seconded: Fay Ridgill
Angela Harper	All Dore	Greg Jones
Will Carley	Kevin Fleming	Helen Miles
Brian Leyshon	Lynne Sandbach	Ally Dore
Pete Matthews	Angie Roberton	Janet Davies
Tiffany Kearton	Steve King	Brian Leyshon

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The election of the above was agreed by all.

Co-opted: Simon Dore; Gary Millner. Proposed: Greg Jones. Seconded: Angie Roberton
Agreed by all.

9. AOB.

- a) Query from the floor re the use of The Balcony. Only one group uses it (yoga). There are not many inquiries for its use as most need access to a projector. Tiffany is investigating available grants for a new projector in the main hall & perhaps a projector for the balcony could also be considered. It was originally planned to have armchairs in the balcony room but this wasn't followed through as the yoga group enjoy the space.
- b) Query from the floor re local wakes taking precedence over regular village club hirings. The booking secretary responded that this doesn't happen very often & she always first asks if this is acceptable to them.
- c) A letter of thanks & appreciation for all the facilities in the hall was received from the W.I.

The meeting closed at 7.50 p.m.

Meadway Hall Compton Dundon
31st December 2022

1. Receipts and Payments Account

Income Receipts	2022	2021
Grants and Donations		
Grants	£ 3,917.00	£ 16,406.00
Sundry Donations	£ 8.85	
Trading Activities		
Hall Hire for next year	£ 1,139.00	£ 772.00
Hall Hire current year	£ 25,467.00	£ 16,598.94
Hall Hire from previous year	£ 592.00	£ 700.00
Fundraising Event Proceeds	£ 963.15	£ 1,365.74
Village Lunch	£ 686.00	£ 381.00
100 Club	£ 1,215.00	£ 1,000.00
Bonds	£ 2,310.00	£ 900.00
Miscellaneous Income	£ 84.89	
Renewable Energy	£ 2,951.34	£ 1,256.33
Bank Interest	£ 261.01	£ 6.15
Water rebate	£ 120.95	£ 383.35
Investment Income		
Post Office Rent	£ 1,039.92	£ 1,039.92
Total Receipts	£ 40,756.11	£ 40,809.43
Direct Charitable Expenditure		
Repairs/Maintenance of Hall	£ 4,310.17	£ 4,175.08
Heating costs (Oil)	£ 2,953.50	£ 1,763.23
Electric	£ 1,619.85	£ 646.00
Water Charges	£ 598.00	£ 402.00
Caretaker (Staff Costs)	£ 9,440.96	£ 5,577.00
Insurance	£ 1,327.35	£ 1,266.71
Fees (for licences, memberships etc)	£ 1,565.95	£ 874.53
Grounds – Garden	£ -	£ 208.30
Cleaning Materials	£ 651.80	£ 370.07
Refund of booking fees	£ 112.00	£ 218.00
Miscellaneous	£ 190.00	
Village Lunch	£ -	
Booking Secretary	£ 1,039.92	
Other Expenditure		
Fundraising Event Costs	£ 340.00	£ 35.00
Stationery, postage, telephone	£ 33.60	£ 5.00
Website	£ 76.90	£ 72.00
Publicity	£ -	

Returned Bonds	£ 2,610.00	£ 900.00
100 Club Costs	£ 485.00	£ 700.00
Total Payments	£ 27,355.00	£ 17,212.92

Capital expenditure	£ 4,731.44	£ 2,387.59
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Net Receipts/loss for the year	£ 8,669.67	£ 21,208.92
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Cash & bank balances at 31st December

Natwest	£ 9,907.66	£ 696.51
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CAF Cash	£ 21,911.38	£ 22,690.84
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CAF Gold	£ 62,483.43	£ 62,245.45
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Deduct outstanding cheques

	£ 94,302.47	£ 85,632.80
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Total

Balance b/fwd from previous year	£ 85,632.80	£ 64,423.88
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Add profit for year	£ 8,669.67	£ 21,208.92
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Add Uncashed Cheques

Balance agrees to closing bank statement	£ 94,302.47	£ 85,632.80
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2. Statements of Assets and Liabilities

at 31 December 2020

2022

2021

Monetary Assets

Bank and Cash Balances	£94,302.47	£ 85,632.80
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Cash Float	£ 50.00	£ 50.00
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Invoices raised awaiting receipt	£ 2,199.00	£ 592.00
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Liabilities: Hiring Bonds

Non-Monetary Assets

Land and buildings used by the charity:

The Meadway Hall, Compton Dundon	£ 900,000.00	£ 900,000.00
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(freehold title vested in the Official

Custodian for Charities)

Meadway Hall (Insurance value)	£ 975,000.00	£ 975,000.00
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Land (Estimate)	£ 35,000.00	£ 35,000.00
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Fittings and Furniture: (tables, chairs, sound system, OHP, computer, projector, screen, kitchen equipment, - all in very good condition <6 years old) - Insurance value	£ 75,000.00	£ 75,000.00
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Liabilities