

**KETTLEBURGH VILLAGE HALL  
MINUTES OF THE ANNUAL GENERAL MEETING HELD ON**

**TUESDAY 15 APRIL 2014 AT 7.30 pm IN THE HALL**

Those present	Richard Baker, John Bater, Tim Chase, Jackie Clark (acting secretary), John Dick, Patrick Garland, Graham Mooney (Chairman), Tony Murphy, Derrick Neilson, Vickie Neilson, Dick Knight(Scout representative) Martin Sims
1. Apologies	There were none.
2. Minutes of the last AGM	The Minutes of the AGM held on 16 April 2013 were approved and signed as a true record.
3. Matters Arising	None
4. Chairman's Report	<p>We have had a busy year! The agenda items don't alter but there is a lot of paddling going on below the surface.</p> <p>Our major benefactor Derek Hill died in 2013 we all have reason to acknowledge his generosity to the village and in particular to our hall. The main concern this time last year was the leaking roof. Thanks to the efforts of Tim Chase &amp; John Bater this has been replaced at a very reasonable price and part of the cost was defrayed by grants from The Mills Trust &amp; Kettleburgh Manor Trust. It has stood up well to the very inclement weather we have experienced this winter.</p> <p>We have also tiled half of the kitchen and painted the ceilings in the hall, the kitchen and the lobby. The part-tiled kitchen has been well received and I hope we can go on to finish the job in the coming year.</p> <p>We continue in our quest for charitable status. John Dick has been very busy in the past 12 months drafting a new Constitution for us. This appears to be acceptable to the Charity Commission subject to modification of our "objects" and a consequent updating of our constitution. That change has now been agreed by the Committee, but is subject to approval and confirmation at this Meeting [see item 8 below].</p> <p>I thank the Treasurer for her report and for taking care of our money over the year. From the accounts circulated by the Treasurer you will see that we made a loss of £689 on the year, against a profit in 2012 of £2113.</p> <p>I will go through a few points that are either interesting or may require clarification: our income still largely derives from the Fete proceeds (£1574) up £1 on the previous year and Robert &amp; Liz Marzetti's very successful pantomime (£715) down £200 on 2012. Other income comes from Keep Fit (£428) the Scouts/Cubs and the Coffee Mornings. Overall our income was down £900 on 2012. In the main this is because we had only the one fund raising event and our outgoings were up due to the roof repair costs.</p> <p>Towards the cost of roof repairs, we received a grant of £250 from the Kettleburgh Manor fund &amp; £1000 from the Mills Trust. Unfortunately the Mills Trust cheque was not received until January, too late to be included in</p>

	<p>this year's accounts, but the true nett cost of the roof repairs will be around £2000 and that includes the painting costs which will be invoiced in this financial year.</p> <p>I would like to thank everyone who has contributed over the last year: a special thank you to Robert, Liz &amp; the Panto cast &amp; crew, Persephone Booth for once again auditing the accounts and finally you the committee for your help and support.</p>
5. Treasurer's Report	<p>The Village Hall Accounts for the year ended 31 December 2013 are attached to these minutes. In these accounts a loss for the year of just over £688 is shown, but with the £1000 grant for the roof repairs from the Mills Charity, there is a notional profit of just over £400. The total funds at the end of the year were £5357.77 The Accounts were presented and accepted by the Meeting. The Chairman thanked the Treasurer and the auditor, Mrs Persephone Booth, for their hard work.</p>
6. Election of Committee Members	<p>The current Members said they were willing to stand again and were elected en bloc.</p>
7. Election of Officers	<p>Graham Mooney was re-elected unanimously as Chairman. Although absent, Jane O' Leary has agreed to stand again as Treasurer and was elected unanimously. Due to health problems, Vickie Neilson wished to stand down as secretary. The Chairman thanked her for her services for the past two years. It was unanimously agreed that Jackie be elected as secretary.</p>
8. Adoption of Amended Constitution (as requested by the Charity Commissioners)	<p>The Meeting unanimously accepted the following resolution put before it by the Village Hall Management Committee:</p> <p>The meeting resolved to approve and adopt (pursuant to rule 14 of the Amended Constitution dated September 10<sup>th</sup> 2013) the following alteration made by the Committee -:</p> <p>(A) That the existing rule 2 be omitted and a new rule 2 be substituted in the following terms:</p> <p>2. "The objects of the Village Hall are the provision and maintenance of a village hall for the use of the inhabitants of Kettleburgh and such neighbouring communities as the trustees (being the Committee) may in their discretion permit without distinction of political, religious or other opinions, including use for:</p> <p>(a) meetings, lectures and classes; and</p> <p>(b) other forms of recreation and leisure-time occupation provided in the interests of social welfare with the object of improving the conditions of life for the inhabitants."</p> <p>and</p> <p>(B). The Rules of the Amended Constitution as altered by substitution of the above rule 2 shall be set out in their entirety in a fresh document called "the 2014 Constitution" (a draft of which has been produced to the meeting).</p>

	The Meeting further confirmed and approved the Committee's authorisation of the Chairman to sign and date the 2014 Constitution..
9. AOB	It was noted that Mark Hill has agreed to replace the grassy surface outside the front entrance doors with road planings.
In the absence of any further business, the meeting closed at 8.30p.m	

**KETTLEBURGH VILLAGE HALL ACCOUNTS**  
**YEAR ENDED 31 DECEMBER 2013**

<b><u>Income</u></b>	<b><u>2013</u></b>	<b><u>2012</u></b>
Hire charges	1316.50	1316.00
Fete	3247.94	3135.31
Less PCC share 2012	-50.00	
Less PCC share	<u>-1623.97</u>	<u>-1562.65</u>
	1573.97	1572.66
Donations	250.00	110.00
Recycling	0.00	25.48
Fund Raising events	560.40	0.00
Keep Fit	1658.00	1784.00
Coffee Mornings	438.60	513.91
Jubilee/Harvest Hop	0.00	616.77
Music Hall	0.00	639.50
Pantomime Income	1575.95	1694.45
Interest	<u>21.41</u>	<u>15.28</u>
	7394.83	8288.05
<b><u>Expenses</u></b>		
Water & Sewer	417.79	273.64
Electricity	512.66	746.84
Caretaker	400.00	400.00
Insurance	1347.90	1240.18
Licences	247.26	328.68
Miscellaneous	83.97	208.60
Keep Fit trainer	1230.00	1230.00
Jubilee/Hop expenses	0.00	616.77
Music Hall expenses	0.00	99.00
Panto expenses	800.24	618.18
Suffolk Acre sub	30.00	25.00
Reps/Maintenance		
Roof	2674.86	0.00
General R&M	<u>338.53</u>	<u>387.72</u>
	-8083.21	-6174.61
<b>Profit/Loss for year</b>	<b><u><u>-688.38</u></u></b>	<b><u><u>2113.44</u></u></b>
 <b>STATEMENT OF FUNDS</b>		
Nat Savings Invest Ac	2876.39	2854.98
Petty Cash	214.23	175.79
Bank cu ac	2230.51	2978.74
Bank dep ac	<u>36.64</u>	<u>36.64</u>
	<b><u>5357.77</u></b>	<b><u>6046.15</u></b>
Movement in funds	<b><u><u>-688.38</u></u></b>	<b><u><u>2113.44</u></u></b>

**Notes:**

The panto was Red Riding Hood

07/03/2014

Treasurer: Jane O'Leary

Independent Examiner: Persephone Booth, ATT(Fellow)