

**KETTLEBURGH VILLAGE HALL
MINUTES OF THE ANNUAL GENERAL MEETING HELD ON
WEDNESDAY 19 MAY 2021 AT 7.30 pm BY ZOOM**

Those present	John Brooke, Sue Brooks (Treasurer), Jackie Clark (Secretary), Peter Dring, Patrick Garland, Graham Mooney, Diane Smith. (Chair)
1. Apologies	Andy Barton, Joan Cook, John Mealing,
2. Minutes of the last AGM	The Minutes of the AGM held on 9 September 2020 were approved and signed as a true record.
3. Matters Arising	None
4. Chair's Report	<p>There is very little to report on, we have had no fund raisers apart from Pat Peck's Christmas Hamper Raffle, proceeds of which due to the timing have gone into the 2021 accounts.</p> <p>Good news is that the shed is finished, electricity to be connected early in 2021. Our Village Hall re-opening subcommittee have met on four occasions and have done a great job understanding and organising the Hall in being Covid secure for our reopening.</p> <p>2021 News</p> <p>The Hall is beginning to reopen under the Government's roadmap and guidelines with the welcome return of the Scouts on 19th April 2021, they will now be joined by the Beavers and Cubs.</p> <p>The Hall was used for the May 2021 elections, the Kesgrave Cycle Club will use the Hall for a refreshment stop in June and the Produce Show has put in a tentative booking for September 2021</p> <p>Many thanks as always to our Secretary Jackie and Treasurer Sue for looking after us so efficiently. Thank you to the rest of the Committee for your support and let's hope for a more sociable year ahead for the Hall and us all.</p> <p><i>Diane Smith</i></p>
5. Treasurer's Report	<p>Thank you to Persephone Booth for once again independently auditing the 2020 accounts.</p> <p>The headlines for the accounts are:</p> <p>All of our income for the year ended after Quarter One with the closure of the hall as a result of the Covid pandemic.</p> <p>There were no fundraising activities, (proceeds from the Pat Peck Christmas draw appear in the 2021 accounts) but our ongoing utility, insurance and licences expenses have been covered following our successful application for a £10,000 grant from East Suffolk District Council Small Business Grant.</p> <p>We were also able to complete the construction of the storage shed by the end of the year, funding for which was already provisioned for from separate 2019 donations.</p> <p>As a result we reached the end of 2020 with a loss of only £528.68 and started 2021 with assets of £15,785.51.</p> <p><i>Sue Brooks</i></p>

6. Election of Committee Members	Andy Barton was elected to join the committee. All remaining committee members were re-elected en bloc for a further year.
7. Election of Officers	Diane Smith (chair) Sue Brooks (Treasurer) and Jackie Clark (secretary) were re-elected en bloc.
8. AOB	<ul style="list-style-type: none"> • Sue will ask Andy for some personal information in order to update the Charity Commission. • Jackie will write a letter of thanks to Zoe for her contribution to the committee. • Now that Pat Peck is home from hospital Diane will contact her with regard to cleaning at the village hall.
In the absence of any further business, the meeting closed at 7.55p.m	

**KETTLEBURGH VILLAGE HALL
STATEMENT OF INCOME AND EXPENDITURE
YEAR ENDED 31 DECEMBER 2020**

Income	2020	2019
Hire charges	468.00	3126.00
Fete	0.00	2340.66
Less extra expenses		0.00
Less PCC s 1/2 share		<u>-1170.33</u>
	0.00	1170.33
Recycling	313.58	0.00
Donations	13.43	0.00
Fund Raising events	0.00	540.50
Keep Fit	274.50	1470.00
Coffee Mornings	148.50	420.11
Grant (Covid)	10000.00	3580.00
Pantomime Income	114.00	2109.65
Interest	0.00	0.00
	<u>11332.01</u>	<u>12416.59</u>
Expenses		
Water & Sewer	220.84	408.58
Electricity	793.70	548.12
Caretaker & Cleaner	243.94	166.07
Insurance	1036.79	996.00
Licences	128.40	124.80
Miscellaneous	56.59	0.00
Keep Fit trainer	500.00	1010.00
Fund raising expenses	0.00	21.00
Panto expenses	66.00	688.90
Shed	7772.80	259.00
Reps/Maintenance	1036.79	
Toilets refurb	4.84	0.00
General R&M		1365.40
	<u>-11860.69</u>	<u>-5587.87</u>
Profit/Loss for year	<u>-528.68</u>	<u>6828.72</u>

STATEMENT OF FUNDS	2020	2019
Petty Cash	27.46	58.26
Bank cu ac	15758.05	16255.93
	<u>15785.51</u>	<u>16314.19</u>
Movement in funds	<u>-528.68</u>	<u>6828.72</u>

14.4.21

Treasurer: Susan E Brooks

Independent Examiner: Persephone C Booth, ATT(Fellow)