



Minutes of Medbourne Village Hall Committee AGM held on 17th May 2023

Present:

Committee

Brian Godfrey – Chairman
 Carolyn Frostwick – Treasurer
 Jenny Sandars – Bookings Clerk
 Chloe Shuttlewood – Secretary
 Lynn Easton – Medbourne Parish Council
 Kelle Garner

Members of the Public

Meriel Godfrey, Catherine Hedgecott, Tom Price, Ann Price

		Action
1	Apologies for Absence: Karin Goodburn	
2	Minutes of the last AGM held on 11th April 2022 The Minutes of the AGM held on 11 th April 2022 were approved and signed by the Chairman.	
3	Chairman's Report Another very active year with 11 meetings. The Working Group has been very active and much time and effort has been spent on applying for grants through our professional fundraiser and also by members of the working group, including grants awarded from the Pilgrim Trust and The Asda Foundation towards the forthcoming conservation of the cast iron windows and a grant award from the National Lottery Community Fund for the forthcoming replacement of the secondary glazing in the Main Hall. Smaller bite-size projects within the Phase 2 renovation project – such as replacing the boiler and heating system and renovating the kitchen area – are more feasible in the current post-Covid climate, due to less grant money being available and increases in labour costs and	

	<p>construction materials. The costs to the Village Hall and the on-going need for a fundraiser to help secure future grants is under review.</p> <p>A decision is awaited on a recently submitted application for a grant from the Platinum Jubilee Village Halls Fund to upgrade the boiler and heating system and the proposed kitchen alterations and refit. MP Alicia Kearns visited the Village Hall with Mick Rickman District Councillor in support of the Platinum Jubilee Fund bid and the restoration work generally whilst also offering support around our considerable efforts to agree a new licence with the Medical Practice so that services may resume in the very near future. The District Valuer also needed to assess rental value of the facility before new terms could be agreed.</p> <p>Some weeks on the calendar have been blocked to new bookings during Pre-School holidays as this is an ideal time for any major repairs and maintenance to take place and some of the renovation projects too once full funding is in place.</p> <p>There has been no interest in the many advertisements for a Treasurer to join the committee as a Trustee to take over from Carolyn. Efforts will continue on this and we are most grateful to Carolyn for her particular contribution to the day to day running of the accounts, the reports and the huge time commitment working with our professional fundraiser and the restoration working group to apply for grants, to manage them once awarded and to ensure their terms and conditions are adhered to.</p> <p>Chloe took over from Steve Howden as Secretary in April and Jenny took over on bookings from John Young in June. Thanks to both Chloe and Jenny for your massive contribution to the running of the Village Hall.</p> <p>Monday afternoon teas were re-introduced in October 2022 and have been a resounding success. Immense thanks to Rebekah Budenberg and the whole team of volunteers who run the afternoon tea and catch-up sessions. To celebrate the annual National Village Halls Week, a special cake representing the Village Hall was made by Meriel Godfrey; subsequently an article and a photograph was published in the Harborough Mail and by Harborough FM which is all good publicity.</p> <p>Significant improvements have been made to the bookings form and the terms and conditions, including clauses about cancellations and refunds. A decision was taken by the Trustees not to allow bouncy castles inside or outside in the grounds having received updated advice from the Hall's insurers and the feelings of the Trustees about the level of supervision required and other risks. Hire charges were reviewed; comparisons also made with similar Village Halls' hire fees in the area and also</p>	
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	<p>being mindful of the steep rise in energy costs, charges were increased from 1st April.</p> <p>The Florrie Harris Dance Academy has been booking regular Saturday morning sessions since January and those bookings have now been extended well into 2024.</p> <p>Enquiries are on-going about additional methods of advertising the availability of the Hall for hire with a number of potential ideas under active consideration. In the meantime, a small advert now appears regularly in the Parish Magazine to stimulate interest in hiring the Hall.</p> <p>The Hall is still one of the good causes supported through The Harborough Lotto. Thanks to Chloe for administering this.</p> <p>The fluorescent lights in the Main Hall were replaced with LED fittings in the autumn and we were most grateful for a contribution towards this from the Parish Council.</p> <p>The Platinum Jubilee party in June which was intended to be a street party had to be moved to the grounds of the Village Hall, under marquees and gazebos, due to the inclement weather forecast for the day. From the Village Platinum Jubilee Committee funds, a birch tree has been planted in the Village Hall grounds to commemorate the late Queen Elizabeth II's Platinum Jubilee; an engraved plaque is awaited after which an event will be planned to celebrate the occasion of the planting.</p> <p>A Health & Well-being Roadshow organised by the Rural Community Council at the Village Hall with their Coffee Bus which was promoted and was set up on consecutive Tuesday mornings in July and August. Although the first event was cancelled at short notice due to the extremely hot weather, attendance improved over the six-week period as word spread.</p> <p>Events were held during the year including the Last of the Summer Wine and a Meet the Neighbours evening. Paying for drinks has been made easier with the acquisition of an electronic card reader, thanks to the persistence of Karin. The long-awaited alcohol licence from HDC has also been received. Thanks to the Events team; the time and effort in putting on events is no small task!</p> <p>Gigaclear informed us that the Village Hall was a Community Hub and that as such we were being upgraded to Ultrafast broadband which was a free service.</p> <p>Our dedicated and enthusiastic caretaker has once again done an amazing job, far beyond the call of duty, so a big thank you to Meriel.</p>	
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		<p>In fact, thank you to the whole team for your support.</p> <p>Brian Godfrey Chairman Medbourne Village Hall 17 May 2023</p>	
4		<p>Treasurer's Report</p> <p>The Treasurer presented the accounts for the year to 31 March 2023.</p> <p>Income has recovered well after the impact of Covid which affected the previous year.</p> <p>Our largest outgoings are the utility bills. The electricity costs appear to have reduced since the previous year as we benefitted from the Government Support Package which ran from 1 October 2022 to 31 March 2023. Charges will increase in future. Our gas contract has been renewed from 3rd June and costs have tripled. The Committee will make every effort to ensure users are aware of the costs and turn off the heating whenever possible. Replacement of the ancient boiler and heating system is being given priority over other improvement works. Refurbishment of the windows and replacing the secondary glazing is also planned.</p> <p>At the year end of 31 March 2023, the Hall had a surplus of income over expenses of £3,500.</p> <p>Primarily due to the increasing costs of fuel and other expenses the Committee has decided to increase the hire fees with effect from 1st April 2023. Regular users have been informed and a full list of the new rates will be added to the website.</p> <p>The Village Hall Committee retain the funds for the defibrillator maintenance and staff training. Replacement pads were acquired during the year so the balance held has reduced to £1,924.</p> <p>Due to the level of income (including Grants) this year, the accounts will need to be examined by an independent auditor before filing with the Charities Commission.</p> <p>Disappointingly, no volunteer has come forward to take on the role of Treasurer. Having given a year's notice Carolyn is keen to hand over to a new pair of hands. Hopefully someone will come forward to assist with this vital role.</p>	
5		<p>Election of Officers</p> <p>Jenny Sandars – to continue as Bookings Clerk</p>	

		<p>Chloe Shuttlewood – – to continue as Secretary The Treasurer vacancy still stands.</p> <p>Karin Goodburn and Kelle Garner both handed in their notice of resignation from Medbourne Village Hall Committee.</p>	
6		<p>Election of Chairman</p> <p>Brian Godfrey to continue in his role as Chairman.</p>	
7		<p>Appeal for new Committee members</p> <p>Committee members are to think about ways in which we could attract new Committee members. Possibility of delivering flyers to every household in the village.</p>	
8		<p>Any Other Business</p> <p>N/A</p>	

There being no further business the AGM was followed by the May VH Committee meeting.