



**Wenhaston Village Hall**  
**Hall Road, Wenhaston, Halesworth, Suffolk, IP19 9EP**  
**Charity Number: CN 1001694**  
**Custodian Trustees: Parish Council**  
**Managing Trustees: WVH Management Committee**

**MINUTES OF THE ANNUAL GENERAL MEETING**  
**Tuesday 29<sup>th</sup> March 2022 at 7pm**

**Present:- Chair:-** Guy Chinery (GC); **Vice Chair;** David Elliott (DE)

**Booking Secretary:-** Sue Mckeown (SM); **Treasurer:-** Linda Hammond (LH)

**Committee Members:-** Black Deek Band Rep - Mac Mckeown (MM);

Kurling Rep – Eileen Hayes (EH); Commons Group Rep - Jan Clements (JC);

Cinema Rep – Lyn Gedny (LG); P.C. Rep – Kevin Canham (KC)

W.I.Rep – Carol Hudson-Jary (CHJ).

- 1) **Welcome and Apologies** - GC welcomed everyone and thanked them for supporting the Village Hall with apologies from Trish Gower and Kirsten West who run the 100 Club and Kevin Dean WALGA Rep.
- 2) **Minutes of AGM of the 26<sup>th</sup> May 2021 and Matters Arising** - The minutes were approved and signed off as a true record. Proposed by CHJ, Seconded by EH all present agreed and there were no matters arising.
- 3) **Chairman's Report**
  - GC said that when he attended his first meeting on 5<sup>th</sup> June of last year, before he left home his daughter told him not to do anything silly! He returned about an hour later having been voted on as Chair of WVHMC and had no idea what he had let himself into. Since then he has become to realise what an important role he had taken on and was in awe of the time and effort the Committee and volunteers spent making the Village Hall such a great asset. For example:-
  - The Café – this is run on a weekly basis by a small team of people, currently **Liz Cunningham, Viv Kemp** and **Annie Rice**, unfortunately **Annie** is stepping down at the end of the month after 3 years of dedication. GC said he would like to thank her for all the hard work she has put into the café and pleased to say that **Sally Amery** has volunteered to step in. GC thanked **Sally** and welcomed her.  
GC stated the Café has many volunteers that bake the lovely cakes and savouries and the volunteers that serve at the counter and not forgetting the guys and gals that wear the marigolds in the kitchen. GC thanked them all. GC reminded the hall that recently, **Kevin Dean, Amanda Hare, Phil** and **Denise Corbett** had sadly left the Café team and thanked them all for their hard work and dedication over the years.
  - GC continued by saying that last Summer COVID restrictions began to relax. Then just as things started to get back to normal, along came Omi-cron.



The Covid team continued to meet to keep abreast of the restrictions and GC thanked **LG , SM, JC, DE, Kevin Dean** and **CHJ** for all their help. He also thanked Jan for the taking the minutes at the Committee meetings.

- Moving on to Maintenance – several improvements to the Hall over the last year had been made with plenty more to come. - The cladding above the front door has been renewed and the doors are in the process of being re-varnished and will be completed shortly as the weather warms up. - New notice boards will also be installed all thanks to the **100 Club**.

There has also been lots going on behind the scenes. - In the Tardis new pipework that controls the temperature of the hot water to the hand basins in the toilets. Many thanks to **Roger Claxton** for sorting this. - **Roger** and **Nick Amery** also repaired the emergency lighting outside, GC thanked and appreciated them for doing this ladder work especially in the freezing winds. – The Hall floor has been treated twice. This is to maintain the non-slip surface for the sports users.

All this maintenance work is headed by **MM** who works tirelessly and thanked by the Chair. Also thanked were **Nick, Peter Wildish, LG** and **Roger** for their invaluable help.

GC also thanked **Tony Gow, George Cunningham, Richard Atkins Peter & Terry** for all their help in setting up the hall for various events.

- The Hall had been complimented as bright and clean, GC thanked **Janice Girling** for keeping the Hall spotlessly clean and her work is much appreciated.
- The Hall boiler being fuelled by wooden pellets means it requires a team of volunteers to make sure everything is running smoothly, ensuring the pellets are spread evenly in the hopper and adjusting the timings of the thermostats for the various events in the hall. The boiler team of **Nick, Tony, Andy Norris** and **Richard** were thanked for all their work.
- There is also a team of volunteers that check the alarm system on a regular basis, **LG, Nick** and **MM** were thanked for doing this.
- The PAT testing is carried out annually and the Hall's electrics are checked every five years, **Sally & Nick** were thanked for organising this.
- GC spoke of the various teams that raise funds that enables the hall to keep running:- The Entertainments Group headed by **CHJ** has put on some great events and more to come, see her report later.
- **Trish** and **Kirsten** who run the 100 Club raise funds annually for the Hall, GC thanked them for all their hard work and their report will be included later.
- For other fund raising events on a regular basis the following were thanked:-  
**EH** for Kurling.

**Wil Harvey** and **Andy** for Men's Breakfast.

**CHJ** and **Terry** for the Craft Market.

**Andy, Wil, Tony** and **Lyn** for the Cinema.

- We thank Committee members who have stepped down over the past year, **Christine Buttle**, with us for many years. **Kevin Dean** from the Café Team, **Caroline Way**, Parish Council Rep and a Welcome to **Kevin Canham** who has taken on this role.
- **Jane Peters**, who was a very valued Village Rep also stepped down. GC thanked her for all the hard work she has put into the village hall over the years. All were reminded that they would be welcomed back should they wish to return on to the Committee.
- At the last AGM three members new were elected to the Committee, **DE** who took on the role as Vice Chair, **GC** who became chair and Linda Hammond who kindly stepped in to be Treasurer. **Graham Hodges** was thanked for kindly checking and signing off the accounts. At the same AGM **SM** took on the role as our new booking secretary GC thanked her for her hard work in these trying times.



- Last month the Committee had a Brainstorming session – How to make the VH more PLEASANT, SAFE and INCLUSIVE, also some ideas on CONTINUITY and SUCCESSION. Hopefully you will see the results of these soon.
- Wifi has been voted in as a must to be installed in the VH and the process is currently under discussion with providers. Hopefully up and running before too long.
- Finally GC thanked everyone for supporting the Village Hall and joining in on so many of the activities which would not exist without their support and GC encouraged anyone who would like to join the committee to see a Committee member at close of meeting.
- Before The next report GC stated he wanted to mention the current position regarding the GATE which regretfully has had to close permanently. He told the room that a notice of its closure was in the April edition of the Warbler.

The reasons behind the decision:-

The Risk of personal damage was highlighted after the accident and the damage to the steps. We therefore requested a meeting with The Parish Council, they in turn spoke to the insurers who advised that should there be a claim, it may not be paid due to contributory negligence. This would then put the liability straight onto the hall's Trustees. The Highway's Department who owns the land beyond our boundary, were then contacted and a meeting arranged. We will present them with the various ideas and views of the community and hopefully a mutually agreeable solution will be reached. GC said that he would keep the village informed of progress or otherwise.

**4) Treasurer's Report for the Year Ending 31/12/2021 -LH**

**General Items - Receipts**

- The hall was closed for Covid lockdown from the start of 2021 until mid-April 2021
- As a result of Covid restrictions, and only a gradual return to higher levels of use later in the year, the Hall's income from room hire and associated revenue continued close to the low levels of 2020 totalling only £3,112.
- Affiliation fees were waived in 2021 in view of the restrictions in the use of the Hall imposed by Covid regulations. However affiliations fees were collected again in January 2022 and 3 new affiliates were registered in January 2022 bringing the total of groups affiliated to the Village Hall to 19.
- We received a further £16,440 in Covid support grants from HM Government to support the lockdown in Quarter 1 of 2021.

**General Items – Payments**

- Routine expenditure Totalled £18,228 giving us a net income for the year of £4,761
- The largest item of expenditure was the continued repairs to the roof, completed in quarter 1, at a cost of £7,910
- Fuel for the boiler in 2021 is shown as zero. It was invoiced at £1,251 late in December and so will appear in 2022's accounts together with the current year's fuel costs
- Other general outgoings ran at the same or slightly lower rate as in 2019/20, some charges being reduced due to hall closure.

**Capital Items – Receipts**

- We again received a generous donation of £935 from the 100 Club and were fortunate in receiving private donations, together with Gift Aid', amounting to £2,572
- The Parish Council kindly donated £5,775 towards our core costs and £5,000 towards repairs to the Hall roof
- Fundraising gross income rallied to £1,046 in 2021- closer to 2019's income of £1,620 - despite the Hall being closed during quarter 1.



### **Capital Items – Payments**

- Major capital items during the year were: Hallway, Toilets and Tardis refurbishment -£7,300, and further work on refurbishing the rear of the stage and the stage curtains - £1,920
- We also replaced the refrigerator.

### **Bank Balances**

- 2021 ended with £42,135 in the Village Hall's bank accounts. This compares with £31,629 at the end of 2020.

### **Reserves Policy (End of 2021)**

The expected increase in electricity and boiler fuel costs and the impact of higher inflation have been factored into the forecast for running costs in 2022. Assuming that income will return to pre-Covid levels in 2022 the remaining funds have been allocated as follows:

- £15,000 is set aside for projects planned for 2022.
- £15,000 is earmarked for unscheduled repairs in 2022

### **Many thanks to:**

- Graham Hodges for checking and approving the VH accounts for 2021
- Jane Peters for making the Treasurer's job much easier by receiving and storing Treasury mail, and paying in cash receipts at the Post Office till
- Sue McKeown for efficiently managing Hall Hire and issuing the invoices that generate a significant part of our income
- All those who manage and record the cash taken at events in the Hall.

### **5) Booking Secretary's Annual Report – SM**

- Firstly I would like to thank Jane Peters for her help in my first year as booking secretary her experience has been invaluable.
- Covid 19 has had a massive impact on our bookings and therefore our takings. Our local groups Badminton, Table tennis, W.I. and many others have kept us going, and I thank them for their continued support.
- Going forward, I am hoping that we will gradually get more bookings as people feel less vulnerable about mixing.
- We are trying to find parents from the Village school who would be willing to run a "Mother and Toddler" group and Chris Stone the headmaster has already contacted his parents asking if anyone is interested!
- I have had a few enquires but as yet no firm bookings for other regular bookings. Also I am still trying to contact someone from the Blood Transfusion Service to find out if they will be returning.

### **6) Village Activity Reports**

- a) **100 Club 2020 - 21 financial year (to end August 2021)** – LH for Trish Gower and Kirsten West  
Firstly our thanks to everyone who has helped to keep this venture afloat. Without you it would not have been possible. Gentle reminders will go out in July again about subscriptions being due (£12 for a year for one number to be entered in the draw!), we hope that you will continue to support the village hall for future years.

As many of you know the 100 Club started in 2011, and continues to raise funds for the Village Hall. Our thanks go also to Sue Norris, who continues to do an annual audit of 100 Club finances, and Jane Peters at the Post Office who collects mail for us.

To date we have donated approx. £8,100.00 to the VHMC and given a similar total amount in prize money to 37 winners each year. There was a balance of £270.50 at 31 August 2020, and we now



have for this year 158 paid up members for year ending August 2022.

Among the items bought previously for the village hall are small and large lightweight tables together with a trolley for storage, a projector, stand, screen and cable covers, furniture for the café area, a freezer, curling sets, improvements to the café/bar/kitchen area, improvements to the Maurice Stammers committee Room, Altro safety, non-slip flooring in the main lobby, corridor, ladies and disabled toilets and now refurbishment of doors and windows in the foyer and new noticeboards. Again all very worthwhile improvements to our facilities.

Since 1 September 2015 Trish Gower and Kirsten West are promoters, and Sue Norris will be a third signatory but otherwise a 'sleeping partner'. We hope the 100 Club will continue to flourish throughout this year and for the future and once again we thank everyone for their generous support.

**b) Café Annual Report - SM for Café Team**

Considering the café was closed due to Covid for several months in 2021 the accounts show an income of £1,219 which does not include £538 net for October, November and December of that year which were banked in January 2022. Thus the total amounted to £1,757 for 2021.

To bring the Café up to date with a revamped team as mentioned in the Chair's report, it is running smoothly with takings pretty favourable. Thank you to Linda for doing the accounts and sending us the monthly figures.

A small increase in the price of savouries was introduced in February with few complaints.

A recent publicity drive to attract more volunteers with a view to opening on Wednesdays only produced one new person, which was disappointing.

**c) Cinema Group Annual Report – LG**

As the year began with a second official Covid lockdown, the VH was once again closed for its normal group activities until fully re-opening its doors in the middle of the year.

We were therefore unable to have any film showings until 5th June when we resumed normal service, for most months, of our Saturday and Thursday films.

Despite the prolonged shutdown I am pleased to report that our donations and bar takings, after expenses, gave us a net profit of £878.59 for VH funds from the showing of 12 films.

I would like to record the Village Hall Committee's sincere thanks to the entire cinema Group Team for their sterling efforts in raising this amount under the very trying conditions of the continued Covid-19 pandemic and I hope that the local community will continue to support this particular facility.

**d) Craft Market Annual Report – CHJ**

We started the Product and Craft Market on 31<sup>st</sup> July 2021 with 27 tables outside in the car park and continued inside the hall through the rest of the year with an average of 22 tables being booked for the Product and Craft Market.

The actual takings from the Product and Craft Market from 31<sup>st</sup> July to 27<sup>th</sup> November 2021 being 5 months came to a total of £681 despite not having our usual amount of tables due to Covid.

A vote in was taken in November 2021 to increase the price of a table in 2022 by £1 to £7 to bring us more in line with other markets.

We will continue to take a Deposit of £7 from new stallholders plus the £7 for the table on their first visit. This is due to a number of "No Shows" during 2021 who have not let us know at least 24 hours in advance.

We hope that 2022 will be a better year for the Product and Craft Market and look forward to welcoming new as well as existing Stall holders and shoppers.



The Christmas Bazaar on Saturday 4<sup>th</sup> December was slightly changed due to COVID 19 as we did not have a Grotto with a Santa Claus for the children as usual. We had a total of 22 tables, plus the raffle, a total profit of £268.00.

#### **Entertainment & Events Report – CHJ**

A Quiz Night was held on Saturday 27<sup>th</sup> November 2021. The quiz master was Phil Corbett assisted by Roger Claxton doing the scoring. An overall total of the profit on the night was £279.00.

Unfortunately because of COVID 19 we were not able to organise any other events during 2021. Looking forward to 2022 we will be holding a Jazz night on Wednesday 18<sup>th</sup> May and have managed to re- book Ian Millar on Saxophone and Dominic Spencer on Piano from Scotland who are well known for touring “Jazz in the Village”. Tickets will be available from Jane Peters at Wenhaston Post Office beginning of April and on the door on the night.

On Friday 3<sup>rd</sup> June we will be holding a Ceilidh Dance Night with the famous Harbour Lights Ceilidh Band. There will be a bar and a 50/50 raffle. This event will be the start of the Queens Platinum Jubilee Celebration events in Wenhaston.

#### **e) Kurling Report – EH**

Kurling restarted again in September 2021 after a long break due to Covid 19.

In the past five months the Kurling evenings have generated an income of £559 profit for the VH. As we are becoming more accepting of life and the changes that Covid has inflicted on us all people are starting to return to normal activities once again.

At times we are lacking sufficient players to make up a team but this last month we have welcomed four new players from the village.

### **7) Voting for elected members of the Management Committee For 2022**

#### **a) The Constitution states we have:-**

3 Elected Members of the Management Committee.

12 Members that represent Local groups.

3 Village Reps

The 3 people elected last year whose term ends at this meeting are: -

Linda Hammond, David Elliott and myself Guy Chinery.

We three are all willing to stand for election again, as we have received no other contenders.

Linda Hammond was proposed by Sue Norris, and seconded by Tony Gow and all present voted in favour. David Elliott was proposed by Viv Kemp and seconded by Heather Phillips, all present voted in favour. Guy Chinery proposed by Tony Gow and Seconded by Peter Wildish, It was a resounding unanimous vote that Guy Chinery be voted on.

#### **b) The twelve members from local groups in the village are not voted on but are put forward by their respective groups. Currently we have 6 members:-**

Eileen (EH) Kurling Group Carol (CHJ) W.I. Mac (MM) Black Deek Band

Lyn (LG) Cinema Group Jan (JC) Commons Group Kevin (KC) Parish Council

All have indicated that they wish to remain on the Committee.

GC said it would be good to have more groups represented especially as there we plenty of vacancies.

### **8) Co-opted Village representatives for the Committee for 2022**

The Committee can have three Village Reps, currently these positions are vacant and the Chair invited villagers to join to help shape the future of the VH.



Sue Gow asked what was the role of a Village Reps? She was informed that they were there Literally as representatives of villagers, to be their voice at meetings and to report back as necessary.

**9) Any Other Business**

- a) Viv Kemp thanked Carol for organising the Craft Market and said a stall holder had raised her concern that the café tables that occupy the stage end of the hall were having an adverse effect on the Craft Market by reducing stall holder numbers and the stagnation of customers at those tables, subsequently affecting the stall holders takings. Would it soon be possible to resume pre-Covid siting of the Café and number of tables for the Craft Market? GC said this would go on the agenda for the next WVHMC meeting on the 26<sup>th</sup> April.
- b) Viv told the room that a Ladies Coffee morning would be taking place every second Wednesday of the month, beginning on 13<sup>th</sup> April 10.30 -11.30 for a chat and a coffee to encourage more new comers to the Village Hall. All welcome.
- c) Heather Phillips addressed the meeting, thanking everyone involved in the continued running of the VH, reading out a letter dated 4<sup>th</sup> Oct 1975 Congratulating the raising of money for the building of the new Wenhaston Village Hall.
- d) Jill Daines spoke about the article she had put in the March Warbler about the Gate closure and her passionate concerns about the current pedestrian access, to that end she would therefore volunteer to join the VHMC as a Village Rep and be included in talks regarding the Gate issue. Jill was duly Co-opted on to the Committee.
- e) MM announced that the VH was getting the ball rolling for the Queen's Platinum Jubilee by holding a fund raising afternoon on Saturday April 9<sup>th</sup> 4 – 6 pm where the School Children's art-work will be on show for the Jubilee Mug Competition, the winner would be announced during the event. A 1978 video of Wenhaston Village Sports events will be shown, refreshments, bar and nibbles available plus a 50/50 raffle. It is hoped that the school children's families and villagers would support this event raising funds for the Wenhaston Platinum Jubilee fun day to be held on Sunday June 5<sup>th</sup>.
- f) Guy thanked and congratulated Wil Harvey on a very successful Ukraine Dec Appeal day held on Saturday 19<sup>th</sup> March, which was conceived, planned and executed in such a short space of time. This event was hugely supported raising funds in excess of £3,000 and still counting as donated art work, on view in the VH, was still being sold.
- g) GC said he had been contacted by Mr Stone, Head Teacher of Wenhaston Village School. The school were having a collection for Ukraine and would like to add to the funds already raised by the Ukraine day held at the VH. LG volunteered to pick up the collection up on Friday pm.
- h) PW thanked the Committee especially GC for all their efforts in the past year.

GC declared the AGM closed at 8pm and said refreshments and nibbles would be available Whilst the Committee retired to the Stammer's Room for their internal Committee voting.

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.