

KETTLEBURGH VILLAGE HALL
MINUTES OF THE ANNUAL GENERAL MEETING HELD ON
WEDNESDAY 15 MARCH 2023 AT 7 pm

Those present	John Brooke, Sue Brooks, Jackie Clark, Peter Dring, Shelley Eaton, Joan Mealing, John Mealing, Diane Smith, Simon Warriner.
1. Apologies	Andy Barton, Nora Duckett, Patrick Garland, Malcolm Todd
2. Minutes of the last AGM	The Minutes of the AGM held on 16 March 2022 were approved and signed as a true record.
3. Matters Arising	None
4. Chair's Report	<p>2022 was back to normal running for us. Bookings started to return, Scouts, FADS rehearsals on a weekly basis. Our very successful coffee morning continued, thank you to Joan, Persephone, Rob and Amanda for making these so enjoyable. Our committee met on a regular basis over the year, along with the Parish Council. The hall was booked during the year for a variety of events: Valentines Party, Birthday parties, Baptism party, Garden furniture sale, Sportive cycle event, harvest supper, Quiz and the craft club met on three occasions. Cretingham Church Social evenings returned.</p> <p>No fete again this year due to the Platinum Jubilee Celebrations, our village was treated to a weekend of celebrations, the Village Hall Committee donated £500 towards the cost of marquees, an asset for the Village to use for future events. We held a social evening which was much enjoyed after our Christmas tree lighting to end the year of activities. In March, Graham Mooney retired from the Committee, a much valued committee member and past Chairman, in June we welcomed Nora Duckett to the committee, in October Chris Finbow officially stepped down from the committee due to his work commitments, he was followed by Tim Chase, all these gentlemen had served on the committee for several years and will be missed, we thank them for their work and support. The hunt is on to replace them.</p> <p>The Parish Council suggested that Internet should be installed in the Hall to enhance their meetings along with the Scouts. After much discussion we decided not to go ahead at that moment as we needed to concentrate on hopefully upgrading the heating and lighting if possible. In September the Village Hall Committee agreed to the proceeds of the Village Fete to be split three ways with The Church and Village Green. St Andrew's PCC have also agreed to this. The Scouts sought permission to erect a shed at the back of the Hall, this was denied as this area was required for erection of a small marquee when the panto was held.</p> <p>My thanks go to our Treasurer Sue, especially for her work on our behalf with the negotiations with the energy companies at this challenging times, along with the usual transactions during the year. Our Secretary Jackie announced her retirement from the post at our AGM in March 2023. I thank her for all her support to the committee over the last 10 years, so pleased she wishes to stay on the committee, the hunt is on for her successor. My very sincere thanks to all committee members for their support and help during the year. Thank you. <i>Diane Smith</i></p>
5. Treasurer's Report	<p>Thank you to Persephone Booth for once again independently auditing the accounts for the year Jan – Dec 2022.</p> <p>The context for these accounts is that following 2 years of intermittent closure of the village hall due to the ongoing COVID Pandemic, we were fully open for the whole of</p>

	<p>2022. However, the Cost of Living crisis and record levels of inflation in Quarter 4 have had a high impact on our Expenses.</p> <p>We continued to observe a thorough cleaning discipline and encouraged hirers to behave in a way that ensured users of the hall were as protected as possible from the spread of COVID.</p> <p>INCOME</p> <p>The hire of the hall was the main source of income (£2,041) with 50% from Scouts bookings. Framlingham Amateur Dramatics, The Parish Council and Craft Club were also regular bookings. Local parties and Church events, Sportive Cycling, Cretingham PCC & Heritage Retail Company made up one off bookings.</p> <p>The return of Coffee Mornings added a significant £550 contribution to regular income. There were no fundraising events in 2022. The Platinum Jubilee was an important village event but had no commercial opportunity. Due to timing, it replaced when the annual fete would normally have occurred and so no fund raising income was generated.</p> <p>EXPENSES</p> <p>Charges for energy increased dramatically across the country in quarter 4. Our expenses for Electricity include the government subsidy for small businesses which we will benefit from until April 2023.</p> <p>Whilst we were able to negotiate a new electricity contract in November 2022, cost per therm has increased dramatically. Our costs in 2023 will therefore show a significant increase. For this reason we had to make the decision to increase our hall hire and heating costs for the first time in 10 years.</p> <p>To ensure the hall remains as safe from COVID as possible we have continued with an enhanced cleaning regime which has increased our costs.</p> <p>Our Insurance costs have increased by 12.5% which reflects an indexed linked cover of building and contents increase which is a result of high inflation for building materials and consumer durables.</p> <p>Licences are paid retrospectively and relate to increased 2021 activity.</p> <p>The Village Hall donated £500 to the fund to purchase Marquee equipment in support of the Platinum Jubilee Event, The remaining £50.40 in Miscellaneous relates to purchase of the Xmas Tree.</p> <p>General Repair and Maintenance costs were kept at a minimum and covered repairs to lights, changes to fittings and standard electrical and fire alarm testing.</p> <p><i>Sue Brooks</i></p>
<p>6. Election of Committee Members</p>	<p>The present committee was re-elected en bloc for a further year. Two new members were co-opted: Shelley Eaton and Simon Warriner. The committee now has its full complement of thirteen members.</p>
<p>7. Election of Officers</p>	<p>Diane Smith was re-elected as chair. Diane requested that an additional rôle of Deputy Chair be created: Patrick has agreed to take on this position. Sue Brooks was re-elected as Treasurer. Shelley Eaton was elected as Secretary. John Brooke was re-elected as Bookings Secretary and John Mealing as responsible for Inspections and Tests. Shelley will liaise with Jackie for a hand over of information and files. It was agreed that Jackie will minute this meeting and the following committee meeting.</p>
<p>8. AOB</p>	<p>Diane thanked Jackie for her rôle as Secretary for the past ten years and presented a gift of a hydrangea plant as thanks from the committee.</p>
<p>In the absence of any further business, the meeting closed at 7.23p.m</p>	