



Minutes of the Annual General Meeting for Welborne Village Hall Trust
4 April 2023, 7.30 pm at Welborne Village Hall

Present: Andy Maule (Chair), Sally Bishop, Mike Webb (Treasurer), Lesley Webb, Helen Toser, Kevin Rumsey, Tracey Palmer and two members of the community.

Item 1: AM thanked everyone for coming to the meeting. Apologies were received from Tina Redshaw and Andrew Egerton-Smith

Item 2: Minutes of the minutes from 2022, There were no comments on the minutes. The minutes were approved and signed

Item 3: Matters arising not on the agenda – none

Item 4: Annual Report and Financial Statements

i Chairman's Report

AM briefly summarised the Chairman's Annual Report. The Report and the Financial Statements will be placed on the website shortly after this meeting. AM listed the events of the last year and re-iterated his thanks to the organisers. Events had been well supported by the local community which had contributed to their success.

The new website is functioning effectively, especially for on-line booking of the Hall and for Events. The website still includes an archive section (www.welborne1.org.uk) with content from the previous website.

The current Constitution needs to be reviewed to make it more of a working document which is easier to read. However, this is a decision for the new Chair and Trustees. The Trust fulfils the requirement to provide public benefit through the facilities and activities it provides. The Safeguarding Policy had been reviewed and still meets requirements. The search for new Trustees continues

ii Financial Report

MW summarised the key points as good news and bad news. The costs of maintaining the hall are likely to increase. Bank charges have been introduced. Half of the non-domestic rates are paid for by the Government and South Norfolk District Council currently pays the other half. However, this could change in the future. The new website has necessary ongoing maintenance and management costs. The Trust's finances show a comfortable positive balance but this has to be balanced against increased annual outgoing (especially for energy) and the potential for significant capital expenditure associated with maintaining the Grade II listed building.

MW clarified the net book value sum of approximately £75,000 under Fixed Assets. This is money spent on structural work to date since the foundation of the Trust (1999) and does not represent the value of the property.

iv Village Hall/website bookings

Hall bookings are now made via the website. To date, private bookings have not recovered to pre-pandemic levels. There is the opportunity to hold more events in the future.

Item 5: Trustees – Retirements and Appointment of Officers

Retirements: Both Andy Maule and Sally Bishop had served two terms of four years and stepped down as Trustees. AM thanked SB for her hard work, particularly in administrating and supporting hall bookings together with the day to day maintenance of the hall. LW thanked AM for his dedication, hard work and enthusiasm as Chair of the Trustees. The new Chair, Kevin Rumsey also expressed his thanks to AM and SB.

Appointments: The meeting agreed to appoint Kevin Rumsey as the new Chair. Tracey Palmer was agreed as a new Trustee. Tina Redshaw and Sue Lishman had put themselves forward as Trustees. Both were nominated and accepted.

Item 6: Any other business

AM will continue with monthly film nights.

AM will continue to maintain the circulation list for Friends of Welborne Village Hall. Under Data Protection Policy legislation this list cannot be made more widely available.

SB has been managing the Village Hall Facebook page. This will need to be passed on to someone else.

Signed by Chair Date / / 2024

(These minutes are being made available on the Welborne Village Hall website prior to their formal review and acceptance at the next AGM in 2024)