

**BRANDESTON VILLAGE HALL & RECREATION GROUND**

**ANNUAL GENERAL MEETING for year ended 31.12.15.**

**Meeting date 19<sup>th</sup> March, 2016.**

Present: Paul Baker - Chairman  
Jane Mitchell – Treasurer  
Sue Thurlow – Secretary  
Together with 17 residents of Brandeston

**Welcome**

The chairman welcomed all to the 2015 AGM of the new village hall.

**Apologies for absence**

Darryl Morgan, John Garratt, Cara Duffy, Lucy Nobbs, Richard Mitson-Woods, Anne Hayward.

**Minutes of the 2014 AGM**

The minutes were agreed as being a true record and signed by the Chairman. 2 items were raised at this meeting as follows:

1. The automatic front door system – this was checked by Aaron Nobbs but he was unable to fix it and we are waiting the manufacturers which will cost £4-500 to mend it.
2. Solar panels – 3 quotes were gained but the cheapest was £6,000. This would take us 7 years to recoup this costs and with the current level of expenditure the committee decided this project could not be financed at present.

**Chairman's Report – 2015**

The year began with a meeting in January where it was confirmed that the work on the horse chestnut tree behind the children's play area had been completed. The new cupboards for the meeting room were due to arrive and would be fitted by Terry Robinson plus helpers. Other items which came under discussion were lights on the terrace and in the car park, new tables and chairs and painting the exterior of the Hall. The publication of the Brandeston was resolved with Mary Mitson-Woods and Jane Mitchell taking on this role and we thank them for that.

The Playing field project continued at a pace with the arrival of the football goals and the completion of the paving by the petanque court. The construction of the tennis court was timetabled for the spring and everything was in place for this to happen.

Our second meeting was in April.

Les Cullen agreed to take over the monthly draw for the 100+ club of which there were 125 members for 2015/16. Thank you Les. We were very pleased to hear that a number of people came forward to make sure that the Whist evenings continued. Thank you to Peter Smyth and his team for that.

It was decided not to go ahead with the terrace lighting but the lights in the car park were now working. The storage cupboards had been assembled by Terry Robinson and Darryl Morgan. Estimates were being obtained for the painting of the exterior of the Hall. The matter of replacing the tables and chairs was discussed. Little did we know how much this one item would occupy our minds and our time in the coming months. The cutting of the grass on the playing field was giving cause for concern and I was asked to approach the school to see if it could be cut on a more regular basis. Recommendations were made regarding the running of the Tennis Club. A sub-committee was set up consisting of six people of which two members would be from the Village Hall committee.

Our third meeting was in July.

The two major points of discussion were hall improvements/maintenance and the Playing field. It was suggested that £3000 per annum ought to be set aside for improvements/maintenance. Priorities for 2016 include the painting of the exterior of the hall (for which an estimate of just over £1600 has been accepted), bark for the children's play area and the replacement of the fencing around the play area. The first meeting of the Tennis Court committee took place.

The final meeting took place in October.

The hedge cutting was booked to be done in November. We finally agreed on the replacement tables and chairs and I have many positive comments about them. Wi-Fi was organised and put in place. An annual check on the partition wall unit was advised. This was booked and has taken place. The Tennis committee minutes of 2 meetings were discussed and their proposal for the management of the court accepted. It was agreed that the court should be run solely by the sub-committee with a report presented at each hall management committee meeting. All agreed they were very pleased that everything was up and running and glad to see the court being well used. Discussion also took place on the possibility of replacing the projector which had been raised by the Camera Club.

I now move on to my 'thank-you' section.

Firstly, to Pat Peck for her thoroughness in the cleaning of the Hall. Secondly, to the playing field and tennis court committees for all their time and effort they have given which has led to the enhanced facilities in the last twelve months and thirdly, to the Hall committee for the support they have given me and for the work they have carried out on your behalf. One of Committee, Mary Baker, the PCC representative, has stepped down and we thank her for contribution.

And finally, I was reminded only recently, of what a fantastic facility we have in this Hall and the committee is fully aware of the need to maintain and improve the facilities. We need

your help to achieve this aim. We have recently published a calendar outlining a programme of events for 2016. Please support them as much as you can.

### **Treasurer's Report**

The accounts for 2015 have been completed and audited by Steve Williams, to whom I extend thanks on behalf of the committee.

For the second year there has been an overall loss recorded, although this figure is significantly less than for the previous period. The loss is £ 2556.33.

I reported last year that as the hall ages costs increase, both in terms of the need to renew and update equipment and also to ensure that the hall is maintained at a standard that attracts users to maximize income from hire fees. You will see from the attached income and expenditure account summary that hire fees for the period total over nine thousand pounds which is a very good performance, the best for the hall to date. There is however pressure to increase income, and Cara Duffy has presented proposals to review the hire fees for the coming year.

Contributions from the village fundraising events were significant and total £4595.53, with the fete being the major event as in previous years, but also a very successful 'Duffy Band' evening added much needed funds. The coffee morning performed extremely well, and contributions from the whist drive, film club and table tennis club are invaluable. The monthly village lunch funds kitchen equipment which would otherwise have to be met from income and this contribution is also appreciated. The committee does not underestimate the amount of work that these activities engender and thanks are extended to all who help.

In terms of expenditure, all the tables and chairs in the hall have been renewed at a cost in excess of seven thousand pounds, which is an exceptional item of expenditure. Otherwise costs have been broadly in line with previous years.

The tennis court is now functioning and a committee has been established to manage the operation and finance of the court. It is not anticipated that the hall will need to contribute funds in the future – the committee has been charged to raise necessary funds independently.

Returning a loss year on year is clearly not sustainable in the longer term although is manageable thus far due to the significant funds accrued to date. There is however increasing pressure to raise the level of income. I have already mentioned a review of the hire fees, and the committee is also looking to investigate a greater contribution from available grants and to increase the fundraising activity. Brandeston has a well-deserved reputation as a solid and caring community, and we will be relying heavily on the support of all villagers during the forthcoming year.

A full set of accounts is available for inspection.

### **Comments from the floor:**

1. Mary Mitson-Woods wished it to be recorded that she felt that Brandeston village hall was the best venue in the area and supported the 2016 upkeep plan.
2. Brendan Baker asked how much we would need to be in the black and received the reply that with the increased hire fees and the planned fund raising events – if well supported – would mean a marked improvement by the year end.
3. Brian Smerdon commented that he was quite happy to continue spraying weeds around the hall, play areas etc. for which he was thanked by the chairman.
4. Sue Ethridge asked why Cretingham & Monewden were always mentioned in connection with the tennis court and not Kettleburgh. It was explained that the Play Space Levy from SCDC covered all three parishes and the other 2 have no public land on which any play equipment could be placed so as Brandeston has the full grant they would be entitled to use our facilities.
5. Sue also mentioned the coned off area to the side of the hall which currently means that caterers have to load things into the hall by the front door. It was explained that this was because of damage done to the grass and the committee was asked to think again about blocking this access permanently.
6. Mary Mitson-Woods (parish clerk) reported that the PC are restoring the hall entrance gates and they will be put back soon. Also that the PC are paying for the erection of a dog poo bin to be placed inside the entrance – this will be emptied by the bin collectors.
7. Nick Hayward wished the committee to consider using the best quality exterior paint available for longevity and Terry said he would check this in our current quote.
8. The mirror opposite the entrance to aid exit was mentioned as being in a poor state and it was agreed this should be replaced.

### **Election of Officers**

Sue reported that all the current members of the committee were happy to continue to serve in their respective roles with the exception of Mary Baker who will be stepping down. The floor was asked for volunteers to fill the current vacancies and add to the committee resulting in two names coming forward – Sally Baker and Les Cullen. The meeting then agreed that all the above should serve for 2016. Paul Baker announced that this was the last year he would be serving as chairman.

### **Any Other Business**

As no further questions were forthcoming the meeting was closed at 11.30 a.m.

SRT/31.03.16.