

CHEARSLEY VILLAGE HALL TRUSTEES AND MANAGEMENT COMMITTEE

AGM MINUTES

Held on **MONDAY NOVEMBER 24th 2025**

PRESENT : Antonia Stratford (Chairman) Sian Lewis (Treasurer) Paula Johnson (Bookings) Margaret Morbey (Secretary) Ruth Holland Venetia Davies John Lewis Andy Yorke Della Mitchener (W.I.) Ann Lee (W.I.)

APOLOGIES : Kevin Dennington (Maintenance and Technical)

APPROVAL OF MINUTES of AGM held on November 25th 2024 was given

APPOINTMENT OF TRUSTEES AND OFFICERS All current members were happy to stand as Trustees and were all reappointed. It was noted that Nick Richards had resigned due to other commitments

DECLARATION OF INTEREST AND OTHER TRUSTEESHIP John Lewis and Margaret Morbey declared a trusteeship on the Village Trust Committee

CHAIR'S REPORT This was the seventh full year of the New Village Hall. Grateful thanks were given to Sian Lewis as Treasurer and Paula Johnson as Bookings officer, to John Lewis and Andy Yorke for their invaluable help during the building of the hall and who are now working imaginatively towards improvements to the hall, to Kevin Dennington attending to maintenance and technical needs, to Ruth Holland for tending the borders and to all other members of the Committee.

The ongoing problem of the leaking roof and cracked plastic solar panel trays had at last been resolved, at no cost to the hall.

Storage is a substantial issue to be discussed later in the meeting.

The tree planting and plaque ceremony commemorating Keith Turnbull held after the Remembrance Day Service and led by Nick Richards and was well attended

All necessary signage had been carried out.

TREASURER'S REPORT For the period 1st October 2024 to 30th September 2025. Total hiring income was £28,212 with a Chuf component of £6,075 and other bookings of £22,137. A Savings account had been opened with interest of £383. Total expenditure was £17,391 with an amount of £9,790 for building repairs, internal maintenance, cleaning and ground maintenance. Overall, there was a net surplus of £11,204 with the bank balance at £63,272 a good financial position with the aim to continue to keep a minimum general reserve of £25,000. A similar level of income was expected to continue.

BOOKINGS SECRETARY REPORT Bookings continued to be consistent with children's parties dominating the ad hoc bookings. There had only been a few weekend hirings. Limited car parking was possibly a reason for the hall not being booked. It might be helpful to compile a list of recommended services for catering, entertainment etc. for hirers' assistance.

Venetia agreed to investigate possible data protection problems concerning the keeping of hirers' Bank details for deposit return/refund.

Antonia to investigate "Martin's Law" re accidents occurring on the premises.

Approval of Yearly Accounts by Trustees for submission to Charity Commission Alex How has again kindly agreed to undertake this examination and her report will be submitted to the trustees prior to the accounts being submitted to the Charities Commission

Maintenance Update There are several items to be attended to – outside light, a telescopic pole to be purchased for cleaners to reach cobwebs. Cleaning of the baffles and lights to be included whilst the hall is being decorated over the Christmas period. Andy Yorke to look into the floor lifting in the main hall. Antonia to contact TGC builders about windows letting in water in the Walnut Room occurring after the patio work had probably damaged the damp proof course and now causing problems.

Kitchen Plans Proposals by Andy and John included altering the layout of the kitchen with an estimate of costing £1 to 1,500. To include replacing the existing large fridge with 2 smaller ones. Extension of work surfaces. Removal of the Chuf trolley. A new wall cupboard. A new lockable tall cupboard for cleaning materials and a new freezer.

Venetia would investigate available grants.

Long term plans for new storage buildings had now been agreed and Parish Council to contribute.

Andy and John introduced the possibility to increase the hall car parking near the War Memorial area with access alongside the existing boundary hedge. It was agreed this should be further discussed and to consult with the Parish Council.