



Minutes of The Annual General Meeting of Whitchurch Village Hall

Held at The Village Hall, Manor Road, Whitchurch on Thames RG8 7EU at

8.00 pm Thursday 26th January.

Members present: Keith Brooks (KB), John Bradon (JB), Katherine Higley (KH), Jean-Marc Grosfort (JMG), Richard Scarce (RS)

Members of the public: Sally Woolhouse

Apologies: Charles Cotgreave

The Chairman KB opened the meeting.

1. Minutes of the previous meeting

The minutes of the previous meeting were passed.

2. Reports and accounts

2.1 The Chairman's Report (KB)

This year we have continued to promote the Village Hall as a valuable asset where the community can meet and participate in activities which after all is the primary aim for the charity.

The current groups that use the hall are The Bloombaby Mother and Baby Group, Yoga Asana, The Whitchurch Tap Dancers, The Bridge Club, The Whitchurch on Thames Photographic Society, The Painting Class, The Whitfit 45 Minute Community Exercise Class, Afternoon Tea and Cakes, The Youth Theatre Group as well as many one off events such as private parties. These have all served to fill the schedule for the year demonstrating the hall's importance.

These functions can only happen as a result of our hard working volunteers who continue to support the hall and so we must be very grateful to Katherine, Jean Marc, Richard, John and Charles. The support of the Parish Council is also appreciated and the involvement of their representative Councillor Katherine Higley.

We are all looking forward to another successful year providing a valuable venue which the community can use for events which can enrich their lives and gives us much pleasure knowing we have enabled them to do this.

2.2 The Treasurer's Report (JB)

We had a good year; hire income exceeded costs by over £1,700. Most of the income is from regular classes but private party revenue doubled from pre-pandemic level due to JMG's excellent work.

In 2022, we did a budget and checked progress each quarter. Annual revenue was close to budget (£200 over). Helen Beelen's Yoga class and half the Photo Society sessions were pandemic casualties but we gained the Painting Class. Other than parties, we had very few one-off bookings from organisations. This should be a focus next year. Costs were close to budget except gas (less: just 11 bills due) and maintenance and materials (less following refurbishment and new fire safety contract).

In March 2023 heating costs will increase and our supplier, British Gas, is initially quoting a fourfold increase which would mean the hall making a loss of £1500 for the year. We are ready to try to negotiate this down. We have also spent time in 2022 adjusting the radiators and the heating schedule and hope to reduce gas usage in 2023 as a result whilst keeping the hall nice and warm for Yoga, Bridge Club etc. So energy usage is another big focus for 2023.

2.3 Events Manager's Report (JMG)

1. The number of events has increased which created more income and also cheap marketing due to new people visiting the hall. We should ensure we keep the hall beautiful and clean and keep improving.
2. It is imperative that JMG meets any event customer before their event. If someone books directly with RS, JMG needs to have a name and phone number in order to contact the customer to understand their needs and ensure all is OK on the day.
3. We have a booking in February with over 80 people coming from all over the UK.
4. We would now like to promote business meetings, mainly on Tuesdays and Thursdays when the hall is quiet.
 - a. We propose to send a leaflet to local companies.
 - b. We have bought some resources (projector, screen and stand).
 - c. We will propose a cost per person but with a maximum cost to include room, resources, tea and coffee.
5. We have launched 'Friday Kitchen at the Village Hall' to promote the hall. We already have candidates and could consider doing a few cooking classes as well.
6. We will keep the Afternoon Teas.
7. We are organising three main events February/March/April, two with the Twinning Association to raise money for the coming of the French guests in April and one with Sally Woolhouse to raise money for the church. We now have crockery, cutlery and glasses for 48 people. We should consider doing one or two such dinners a year to raise money for the hall. (Maybe start with an autumn special dinner)!!
8. JMG would like to look at posters which could be put behind the window of the kitchen storage area and table storage rooms to promote activities and improve their look.

3. & 4. Appointment of Charity Trustees and Election of Officers

The following people were re-elected as Trustees for the charity

- Keith Brooks (Chair)
- Charles Cotgreave (Vice Chair and Secretary)
- John Bradon (Treasurer)
- Katherine Higley (Parish Council representative)

Jean-Marc Grosfort will continue as Events Manager and Richard Scarce as Hall Manager

5. Any other AGM business – none.