

Minutes of Ibberton, Belchalwell & Woolland Village Hall Annual General Meeting
held at Ibberton, Belchalwell & Woolland Village Hall
on Tuesday 25th February 2025 at 7.45 pm.

Present: Mrs H Yeatman, Chairman of Trustees, Mrs A. Newman, Secretary, Mr J. Franklin, , Mrs B. Simpson, Vice-Chair of the Committee, Mrs J Holdsworth, Mr. O. Yeatman Chairman, Mrs Lydia Wurf Bain Apologies Lynn Dean, Mr A Glover Mrs. M. Leamon, Miss. B. Courage, Miss C. Lodder, Mrs J Kendal

<p>1. Apologies & Welcome Apologies see above</p> <p>2. Minutes of the last AGM, 6th February 2024 The minutes were approved and signed as a correct record. Proposed: JH Seconded: JF</p> <p>3. Matters arising</p> <ul style="list-style-type: none"> • CCLA account update - later in this meeting • Policies updated - later in this meeting <p>4. Trustees Chairman's Report: HY In 2024 the hall continues to be used for church events, private parties and exercise classes. The award of Hallmark 3 has reduced the hall insurance premium by at least £136.04 +. During the winter months four film shows have occurred which are part of our charity objective to provide events that bring the community together. The film shows with bar and refreshments have cover the cost of hiring/licence showing in the winter months to bring the community together. JF, JH & AN were thanked especially or all their hard work over the year.</p> <p>4. Secretary's report</p> <ul style="list-style-type: none"> • a winter party occurred, at the end of November - helped by KB - successful - more young children have moved in to the villages - AN will organise in 2025 • Review Policies in line with Hallmark Guidance http://www.ibbertonvillagehall.co.uk/Documents/ <p>BOOKINGS POLICY Hiring Agreement Residents Hiring Agreement General Standard Conditions of Hire Policy Useful Information for Business Schedule of Special Conditions of Hire Key Hire Agreement Information Sheet Hire of Furniture Complaint's policy and procedures Bullying and harassment policy and procedures</p> <p>HEALTH SAFETY AND HYGIENE POLICY Risk Assessments Accessibility Checklist Accident Form Fire Emergency Policy and Procedure Fire Risk Assessment Fire Safety Risk Assessment serious incident reporting policy and procedures</p>	<p>Follow up</p>
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Equal Opportunities Policy
Safeguarding Policy
Environmental Policy

DATA PROTECTION POLICY

Acceptable Use of the Internet Policy
Wi-Fi Terms of Use Policy
social media policy & procedures

Financial Policy

TRUSTEES POLICY

trustee conflicts of interest policy and procedures

Campaigns and political activity policy and procedures

Engaging external speakers at charity events policy and Procedures

<http://www.ibbertonvillagehall.co.uk/Documents/>

Adoption of Policies:

Proposed LW Seconded HY

5. Treasurer's Report

- Review and approval of annual audited accounts for 2024
£1,114 operating surplus year end mainly due to holding three Artsreach Events in 2024, one outside (£1157.45 raised - £100 was donated to Artsreach) 2024.

Unfortunately, 2024 has seen fewer hirings and proceeds from BBQ and Film nights lower than achieved in 2023. No major repairs have occurred.

The hall was booked for polling twice and had a rebate for loss of power when somebody put a tent peg through the mains!

The insurance premium has been reduced as a result of achieving Hallmark 3. JH researched cover for trustee liability if hirers damaged themselves when using hall equipment - we have cover. Researched other insurance companies to check our premium rate was fair. Other hall insurance policies do not cover furniture off the premiss - this is an important source of income.

- Annual approval of financial policies and procedures
Graham Dyke kindly reviewed the annual accounts again this year. He noted that it was important for the Trustees to ensure film evenings do not operate at a financial loss, especially given the increase in the film licence fees this year. The Trustees and committee see that holding these events are important for community cohesion.
- Appointment of Independent Examiner
Mr G Dyke has kindly agreed to undertake this for 2025 accounts.
Annette will arrange for a bottle of wine for a thank you
- Approval of Accounts for year ended December 31, 2024
Proposed OY
Seconded JY

Planned expenditure for 2025 - to discuss during the committee meeting

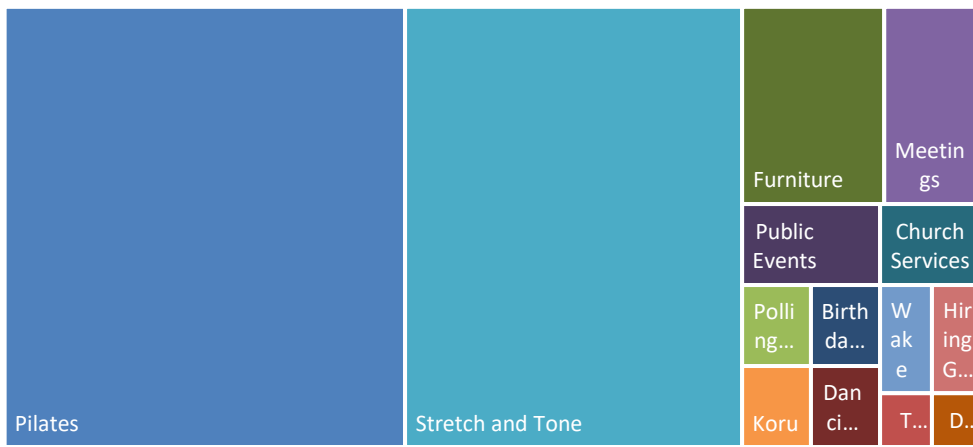
5. Bookings Report

- Regular hirings - parties, meetings, Stretch and Tone, Pilates, church, etc Training venue for Koru, Rose Engineering

AN

Hall Hiring 2024

- | | | | |
|--------------------|-------------------|-------------------|--------------------|
| ■ Pilates | ■ Training Course | ■ Polling Station | ■ Meetings |
| ■ Stretch and Tone | ■ Koru | ■ Birthday Party | ■ Dancing Practice |
| ■ Furniture | ■ Public Events | ■ Church Services | ■ DAC |
| ■ Wake | ■ Hiring Glasses | | |



120 individual hirings as opposed to 128 in 2023 - local companies have been contacted using village hall publicity - will now target clubs and societies.

AN

6. Maintenance report.

- Fire extinguishers - checked Jan 2025
- Safely lighting check / smoke detector log - monthly - all working
- PAT test - visual inspection - no problems
- Shed door leaking - Jason will think about a solution
- Moss!! - will treat with washing powder once the church compound is removed
- Heater switched off dangerous - unable to be repaired obsolete - Carwood Rewind 12 Buckland Road, Yeovil BA21 5EA · 14 mi 01935 476255 - JF will try and remove the fan AN will take into Yeovil
- New room thermostat - thank you Jason - OFF mark placed on dial
- New door handle installed on inner door
- Hot tap small sink in kitchen - very loose / turning the tap very stiff! - JK looked at the tap - tightened up - all ok now

AN JF

Adoption of reports

Proposed LW Seconded JH

6. Election of Village Hall Committee members

Please can you approach people to join the committee especially Woolland? Please encourage your neighbours?

All present agreed to stand on the committee including people who had given apologies

Meeting closed at 8.15 pm