

**MOLLINGTON VILLAGE HALL MANAGEMENT COMMITTEE
ANNUAL GENERAL MEETING
MINUTES - 27 MAY 2025 AT 7.00 PM**

Present:

Anne Ryan (AR), Mike Osborne-Mason (MOM), Phil John (PJ), Shirley Sullivan (SS), Sarah Mason (SM)

Apologies:

Mandy Bedford (MB), Linda Haynes (LH)

1. Welcome:

AR opened the meeting by thanking everyone for attending the Annual General Meeting (AGM) and that it was kind of residents to support the Village Hall.

2. Approval of the previous AGM minutes:

AR confirmed a copy of the AGM minutes from the last meeting had been circulated and published on the village noticeboard. No matters were arising and it was agreed AR would sign a copy of the minutes.

3. Chairman's report:

AR confirmed that during the 2024/2025 financial year events had been held to ensure the day-to-day running expenses of the Village Hall were met and to raise additional funds towards on-going maintenance of the Village Hall. These included:

- Coffee mornings - the monthly coffee mornings have been continued and have been regularly supported by the villagers. The mornings provide an opportunity for villagers to have a chat over a cup of coffee/tea and cake, and at times have a go at the short mat bowls.
- Quiz nights - two quiz nights, which are always fun, have been held and been well supported; a raffle has been introduced as well as providing hot dogs which has been well received. In the coming financial year, the plan will be to hold three quizzes. AR advised the meeting that following Peter Jones retirement as quiz master a couple of people had expressed offers of help going forward.
- Cocktail evening - a cocktail evening event was held last September and despite disappointing attendance, the evening was enjoyed by those who came along and were looking forward to another one.
- Games and social evening - this event was run for the first time with board games, cards, dominoes, short mat bowls as well as some traditional games available. The evening was well supported and also provided an opportunity for villagers to meet and have a chat over a glass of wine or beer. A future event is planned again.
- Indoor short mat bowls - a mat was offered to the Village Hall by another village hall and the cost was generously covered by a couple within the village. The mat has been used a few times at coffee mornings and the games evening. A regular afternoon/evening session has not yet been arranged and any residents wishing to help organise this should contact Sandra Landon or Barbara Bailey.
- Christmas fayre - the Christmas fayre was run successfully, although the footfall was less than the previous year. In particular, the lego stall and candle and soap stalls proved very popular. We will look to hold this event again in December.

- Book and jigsaw swap library - the book and jigsaw swap library continues to be very well used and successful, and particular thanks go to Rob for helping to sort the bookcase. There is a plan to source a larger bookcase to replace the small one, as well as a narrow cabinet to store the history of Mollington archive books, documents and photo albums provided by Bob Reeves, for villagers to access.
- Maintenance of the Village Hall - there have been no major repairs required to the Village Hall this year; a new exterior sensor light by the front entrance has been installed. A lottery funding request for a grant towards the cladding and the roof was unsuccessful, however, we are continuing to explore all options to help with funds towards this. What was thought to be a leak in the roof was due to condensation and with ventilation, this had now improved; installation of vents will be carried out later in the year to prevent this happening again and it is envisaged this will not require major works. The boiler keeps locking out and will be inspected by Town and Country.

AR thanked everyone who supports the Village Hall at our functions and also thanked the committee members for their on-going support and time throughout the year.

AR thanked Jackie for her support in cleaning the Village Hall.

PJ thanked AR for her hard work and organisation which was appreciated by everyone.

4. Treasurer's report:

MOM circulated a copy of the 2024/25 final accounts and summarised the key points, namely:

- MOM confirmed the accounts had been independently reviewed by David Sullivan (DS) and thanked him for his support in doing this and for his help in preparing the accounts; after welcoming DS's wife Shirley to the committee during the financial year, the Management Committee had reviewed the risk of a potential conflict of interest with the review being carried out by DS and concluded that there was none for the following reasons:
 - SS is not a named Officer, or a signatory to the bank accounts
 - There is no regulatory or statutory requirement for a review
 - There is no mandate in the Deed of Trust for a review
 - The review is limited to confirming that appropriate records have been kept and that they agree with the accounts.

However, the Management Committee feel a review of the accounts is appropriate to give confidence both to the Management Committee and the Custodian Trustees of the Parish Council.

DS confirmed he would be happy to review the current year's accounts prior to the next AGM, subject to his availability.

- MOM advised the meeting there had been an overall profit of £1,217.98 (compared to a loss of £2,258.45 in 2023/24). This was based on income of £8,784.13 and expenditure of £7,566.15 (due largely to some successful events being run, an upturn in the number of ad-hoc bookings and two elections).
- MOM advised the meeting 2025/26 will be a more challenging year, with many costs increasing, including business rates, for which the COVID reduction has now been removed.
- MOM confirmed a further breakdown of the accounts was available on the Village Hall website.

- MOM advised the meeting the volume of bookings was steady and increasing and year-to-date have taken £1,100.00 in booking fees. MOM confirmed the rental rates were comparable to other village halls in our vicinity which the Management Committee were happy with. MOM advised the meeting a new weekly booking for Drama Tots had been received during term-time to add to our list of regular users of the Village Hall.
- MOM advised the meeting during this financial year, we have successfully reduced the amount of cash being handled, and moved to more card payments being taken. Additionally, tighter stock control and management has resulted in our better being able to report our stock position, and purchase more appropriately for events.
- MOM confirmed that following advice received, all the Management Committee are now named as Trustees with the Charity Commission, with the Parish Council being listed as Custodian Trustee.
- MOM confirmed this financial year will also be the last year that accounts are reported from a spreadsheet-based system, with a free accounting platform being sourced that will enable annual accounts to be presented in a more professional, and easier to collate, manner.
- MOM advised the meeting the grant from Microsoft had continued, meaning our total expenditure for web presence is around £12 for the domain name itself. All email, hosting, automated processes are covered within the Microsoft grant (including texting the door code 24 hours before a booking and automating the heating to turn on/off prior to and after bookings.
- MOM updated the meeting on the plans for the current financial year which include:
 - Investigating alternatives to Barclays for our day-to-day banking, to a more modern offering that will also allow us to take card payments directly to our bank account rather than relying on a third party payment handler (as well as potentially an interest-bearing current account).
 - Establishing a separate ring-fenced account to hold funds on deposit specifically designated to capital projects (e.g., re-cladding the Village Hall). Once this has been set up, details will be published in Mollington Matters on how villagers can donate to the cladding and insulation repair fund.
 - Continuing to reduce reliance on cash payments; whilst we appreciate we may never make it to entirely cashless, cash handling has reduced over the course of the last year and this needs to continue.
 - Investigating the avenues available to us to reclaim additional money, either through VAT processing (which would be simplified by the new accounting system), or registration for Gift Aid.
 - Ensuring our utilities (electricity, water, oil) and insurance are provided at best cost when renewals come; we have already cancelled the TV licence as this was not used (a saving of approximately £190.00 per year).
- PJ suggested to the meeting to consider whether the Hundred Club could be run again. The meeting agreed to discuss this at a future Management Committee meeting.

5. Election of members:

AR advised the meeting that despite a plea for new members to join the Management Committee, no new nominations had been received. AR thanked LH for all her help and support following her decision to step down from the committee.

The following were proposed for the coming year:

Chair - AR

Treasurer - MOM

Secretary - SM

Parish Council representative - PJ

Other elected members - SS, MB.

AR asked the meeting whether there were any objections to the members proposed and none were received from the floor.

AR advised the meeting that in the event any other members of the Management Committee step down, the running of the Village Hall and events would be undertaken by the Parish Council.

6. Any other business:

DS thanked the committee for all the hard work they had put in during the year.

There were no other items raised from the floor.

7. Close:

The meeting closed at 7.50 pm.

Signed by

Chair of the Mollington Village Hall Management Committee