

ACVH ASHFORD CARBONEL VILLAGE HALL & RECREATION GROUND MEETING

MEETING MINUTES

TYPE	DATE MON 02 MARCH
TRUSTEES	TIME 18.30

MATTERS ARISING FROM PREVIOUS MEETINGS <i>Pre-populated</i> <i>Any other monthly updates/arising will now occur through the first STANDING ITEM of WHATSAPP</i>		
07 JULY 25	BAR Music speaker issues	To resolve fully + poss. zone the hall? Ongoing... SW and RG to organise putting the speakers up safely
01 SEPT		Soc Committee have been advised to repair for £40 AL is awaiting support here
06 OCT	Renew NOTICE board at Huntington	BJ seek further clarification of fees re. contact to support the grant application. JR to contact to see if Tennis club would like to continue JR advised trustees that Tennis will be resurrected when the weather improves. Free for half/dozen lessons
06 OCT	Tennis Courts Grant	AL is to take over bookings and JR to hand over this week AL check with NK how bookings calendar is synced with WIX? BJ chasing money off WIX/duplicate site. BJ/JR to get password. BJ has applied to acquire voucher etc in progress
03 NOV	Website/Tech JR's calendar linked to WIX? + Admin password	JR advised trustees that the P. Computer has been removed by Nic. JR will switch over WIFI and JR will tidy. JR discussed the need to be careful so that the Hive continues to work. VG to arrange with the Soc Comm and JR learning how to use speakers.
03 NOV	Tidy tech stuff	RG reading report and will feedback to trustees. Health and Safety audit AL has put on website under DOCUMENTS
03 NOV	Use of speakers outside	Following the Health and Safety audit, BJ to get quote so that Trustees can agree to check/tidy electrics
02 DEC	Asbestos	AL to set up SEE AOB
02 DEC	Electrical safety	SW/BJ to consider exploring the vacant and possibly useful potential of the attic SW examined the loft space and advised that it would be good for storage, however the hatch is in the kitchen and stairs would need to be built. Quotes will be sought and it may be considered a 'large project' because boarding and lighting would need to be addressed.
05 JAN	Working group Attic space	

LEGAL DUTIES		
APPROVE THE MINUTES OF 02 February 2025	1st SEE below	2nd
<i>Please note * the minutes of 02 February were shared with trustees but were incorrect and did not save properly as a word document.</i> <i>Trustees discussed this in this meeting and have added one reminder here:</i> <i>Trustees unanimously approved PG would purchase two new benches.</i>		
NEW Any conflicts of interest for this agenda/meeting?	None	
Change Key code/email	completed	

NEW Please note: much is now discussed/approved/'Say box'/online so some correspondence is pre-populated
Social committee Monthly reporting is pre-populated in FUNDRAISING/EVENTS

STANDING ITEMS		MEETING OCTOBER
1	WHATSAPP Pre-populated <i>In italics – further discussion at this meeting</i>	New super-fast broadband in VH BJ Switch devices to the new broadband service? BJ JR ‘Sum-up’ has moved to new service and is working perfectly SW Interior paint request SW AL Painted the wall Volunteer evening 2nd April SEE AOB Portable gazebo offer – In this meeting VG reminded Trustees that a discussion of possible pull-out awnings took place. VG/AL to put this discussion onto the working party New picnic tables due for delivery – completed Thanks to RG. PG will be reimbursed and signed off, SEE FINANCE, Trustees unanimously agreed to give old ones away Working party SEE AOB + Changes were made without trustee permission. This and decoration, is an important area which needs discussion at the next working party meeting.
2	PROJECT UPDATES	Foyer completed and no changes have taken place Kitchen awning etc to be explored SEE above
3	CORRESPONDENCE	ACVH News was sent to parish magazine
4	FINANCE ACCOUNTS	PG discussed that significance of the end of financial year. Trustees were advised to be aware that figures will be slightly less following accountant intervention. PG asked trustees that ‘If anyone is aware of outstanding bills/invoices it would be good to have them now. PG to email BJ re. bar invoicing and stock taking. ATM accountants still have recommendations on file and PG will have to return a statement to the accountants addressing this e.g. a till register.
5	BAR	JR re affirmed that bar finances are clearer to understand and BJ has set up workable spreadsheets which are worth keeping in place even allowing for a possible new/future Bar Manager. Trustees acknowledged that the Cuban night was an exciting addition to the events calendar and trustees appreciated the work undertaken by the bar team. Trustees acknowledge that the ACVH Still need a new bar manager as stated, amongst other vacancies in the AGM minutes.
6	SITE MAINTENANCE	JW was thanked by Trustees for cutting the hedge. The AVCH has a new ‘universal’ toilet sign which denotes ‘any use’, including baby-changing facilities. SW described oil needs and Trustees to consider pricing in current climate. SW Filled the damaged wall and AL matched/repainted the wall colour. PS has taken the bracket.
7	FUNDRAISING, EVENTS	Appendix 1 SOCIAL SUB-COMMITTEE REPORT TO TRUSTEES MARCH 2026 ● Future events – please note some new dates ● Quiz night Mar 13th. (From Oct entry fee will increase to £4) ● Italian night Sat Mar 28th £15 ticket 2 course meal. ● CPR and defibrillator training TBA on an Apr evening. ● Posh Jumble Sun May 10th (sorting on Sat 9th) ● Summer fete Sat July 4th jointly with church. ● Summer supper Sat July 25th ● Car boot Sunday Aug 16th (sorting on Sat 15th) ● Macmillan coffee morning Wed Sept 23rd ● Hallowe’en party for kids, then hot dogs. Fri Oct 30th Requests

		Please could hirers be told they have to supply their own tea towels. DTNM 09.03.26 Katy Rose 23.02.26 Trustees discussed the Social committee report and noted: JR advised the BBQ gas bottle arrangements. The ACVH has two gas bottles and when one is used it must be replaced as soon as possible. Users are not to wait until both are empty. Please note* Both are currently full. JT advised trustees that the church use the hall gratis/as a community gift
8	BOOKINGS/KEY DATES	JR advised that the Beekeepers have not paid in full and will chase this up. AL advised that in future payments can be fully automated however this will take a while to set up. A deposit scheme can also be added and repaid automatically to hirers.
AOB		
9	VILLAGE HALL MEETING AL + VG	19 March @ 630pm Finalising attendance etc A meeting will take place this week to discuss amongst other things: budget, parking, lighting, Hi-vis, walking the field, key for gate,
10	AGM Draft	AL advised that the draft minutes have been put online. All appendices are attached to the one document.
11	Village Halls Week ACRE –	AL described planning for a Volunteer evening? 2 April has been agreed Cheese and wine – music (live?) – low lighting Presentation and rolling photographs PP JC has offered to support AL AL confirmed that that the bar can be used and additional stock does not need to be purchased.
12	Working Party Re the meeting room	VG, AL and DG met. VG described a positive meeting which was very productive. Lots of ideas and enthusiasm. VG described the need to ‘opening bar out’ and to get the best from it the working group will gather information via a survey. Questionnaire has been put together, will deliver paper copies to homes and put online. Future planning will come from the responses received. Loosely discussed a need for a budget. The Volunteer Evening should prove a good opportunity for sharing ideas. There will be a prize draw from completed questionnaires.
13	H+ S Discussion Awaiting RG	The ramp leading to the gazebo was slippery PG suggested patio magic RG to sort trailing leads throughout the building Next Trustee meeting will discuss the following. A fire evacuation plan tested annually Hazardous materials Storeroom – tidy Fire extinguisher training? First aid training? Ask people to watch the FSA video https://youtu.be/fHo15_MxS4g
14	Chairperson	Trustees thanked JR. JR advised that a new chair needs to be sought and BJ will step in as an interim. It was considered wise to seek a new Chair from within the trustees and that trustees could co-op new trustees before the next AGM. As a result, Trustees need to seek new trustees. The volunteer evening may help here.

Next Meeting	MONDAY 6 APRIL 2026	18.30
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APPENDIX 2

Finance From PG

Ashford Carbonell Village Hall and Recreation Ground

Monday 2nd March 2026 – Treasurers Report

Monthly Finance Report – January 2026

Attached is the finance report from Xero for the month of January. There was a surplus of £1,461.81.

Income – Exceptional Items

There has been a significant cash deposit this month relating to Bar Income. In addition, a much larger than normal rents/hire income which is due to a number of block booking payments.

Expenditure – Exceptional Items

There were no exceptional items of expenditure for the month of January.

A payment for Ludlow Brewery was mistakenly made to Ludlow Curtain Company, however, this has now been corrected.

Cumulative Trading Position for 2025/26

The year-to-date position, which is attached, (April to January) shows an overall surplus of £6,828.60.

End of Financial Year – 1st April 2025 to 31st March 2026

It will be helpful if any costs or income occurring in the financial year are paid within the period shown above. Although not essential, it does give a more accurate reflection of the annual financial position when the accounts are produced for the AGM.

In addition, a stock take of the bar will help with the accuracy of the years trading position.

Overall Financial Position at the Bank as of the 24/2/26 is:-

Current Account - £12,141.20

Savings Account - £25,264.52

Paul Griffiths - Treasurer – 24/2/26

Profit and Loss

Ashford Carbonell Village Hall and Recreation Ground
For the month ended 31 January 2026

JAN 2026	
Turnover	
IC - IZ - Income 100 Club	95.00
ID - DO - Income Donations Various	0.01
IE - RE - Income Events Various	32.00
IM - RE - Income Morning Coffee	233.10
IP - RE - Income Bar/Pub Nights	874.36
IQ - RE - Income Quiz	43.00
IR - HH - Income Rents/Hire	990.00
IT - DO - Income Donations Afternoon Social	60.00
Total Turnover	2,327.47
Gross Profit	2,327.47
Administrative Costs	
CB - Bar Stock from suppliers	363.97
CC - EX - 100 Club Prizes	19.00
EV - EX - Events Costs	15.08
OH - PE - Heating and Lighting Southern Electric	58.04
PB - RR - Cleaning Supplies & Consumables	38.69
PC - RR - Cleaning	137.00
PM - RR - Mowing Sports Field Tivoli	233.88
Total Administrative Costs	865.66
Operating Profit	1,461.81
Profit on Ordinary Activities Before Taxation	1,461.81
Profit after Taxation	1,461.81

Profit and Loss

Ashford Carbonell Village Hall and Recreation Ground For the 10 months ended 31 January 2026

APR 2025-JAN 2026

Turnover

IB - SU - Income Subscriptions Bowling Club	450.00
IC - IZ - Income 100 Club	1,825.00
ID - DO - Income Donations Various	1,935.59
IE - RE - Income Events Various	5,871.95
IF - RE - Income Flicks In the Sticks	450.00
IG - DO - Income Grants Various	1,200.00
II - SU - Income Bank Interest	166.47
IM - RE - Income Morning Coffee	3,018.59
IP - RE - Income Bar/Pub Nights	12,280.94
IQ - RE - Income Quiz	226.13
IR - HH - Income Rents/Hire	3,645.00
IT - DO - Income Donations Afternoon Social	1,197.27
IW - IZ - Income Wayleaves	57.30
Total Turnover	32,324.24

Gross Profit 32,324.24

Administrative Costs

BC - Bank Charges	0.50
CB - Bar Stock from suppliers	5,990.14
CC - EX - 100 Club Prizes	276.00
EV - EX - Events Costs	1,994.12
OH - PE - Heating and Lighting Southern Electric	1,445.86
OR - PE - Rates/Water	345.39
PA - RR - Annual Inspections Costs	325.74
PB - RR - Cleaning Supplies & Consumables	555.83
PC - RR - Cleaning	2,237.50
PF - EX - Flick in the Sticks	571.25
PG - RR - General Maintenance	4,759.48
PM - RR - Mowing Sports Field Tivoli	1,403.28
PN - RR - Mowing Front of Hall - C Parkinson	70.00
PP - PE - Professional Services	1,692.00
PR - RR - Repairs	324.00
PS - PE - Subscription / Licences	1,704.13
PW - RR - Property Refurbishment	1,800.42
Total Administrative Costs	25,495.64

Operating Profit 6,828.60

Profit on Ordinary Activities Before Taxation 6,828.60

Profit after Taxation 6,828.60