

ASHFORD CARBONEL VILLAGE HALL & RECREATION GROUND MEETING

| TYPE | TRUSTEES | DATE | 06/01/2025 | TIME | 18.30 – 19.55 |
|------|----------|------|------------|------|---------------|
|------|----------|------|------------|------|---------------|

| COLOUR KEY | ■ Things to be done | ■ On going/in progress | ■ Actions completed &/or closed |
|------------|--|--|--|
|------------|--|--|--|

| WELCOME |
|--|
| ATTENDING Jenny Crowther, Roger Garbett, Paul Griffiths, Ben Jackson, Nick Kilby, Alison Limerick (Sec/minutes), James Roach (Chair), Peter Stretton, |
| 1. APOLOGIES Shirley White, (ABSENT Jonathan Webb) |
| 2. DECLARATION OF INTERESTS None |

| 3. Matters arising from last meeting MONDAY 04 DECEMBER 2024 | | | |
|--|------------------|---|---|
| NO. | DATE | DISCUSSION | ACTION |
| A003 | 07 OCT 24 | Gift aid progress | Closed Approved and claiming gift aid – rolling issue. Will try to claim last three years |
| A005 | 07 OCT 24 | Capital replacement scheme progress | Ongoing |
| A011 | 07 OCT 24 | SW Marquee to school | School considering |
| A013 | 04 NOV 24 | JR Mount Keyboard | Mount keyboard Discussion to keep number longer (3 monthly) (JR email Margaret check insurers) |
| A014 and 13 | 04 NOV 24 | Key dates – New action for trustees = (Add details, contacts and timings to KEY DATES, RESPONSIBILITIES & RENEWALS document) | Ongoing AL see Nick share document with all – Trustees to fill in |
| 2 | 04 DEC 24 | PROJECT dec 24 Gazebo decide new panels | BJ to seek solutions and trustees to vote |
| 3 | 04 DEC 24 | PROJECT Bird deterrents | PG to check out and email all |
| 4 | 04 DEC 24 | PROJECT Porch conversion quotes | JR to chase – project currently stalled. BJ poss. new quote to be sought for panels |
| 5 | 04 DEC 24 | CORRESPONDANCE. JR Community police link | Completed and Closed |
| 7 | 04 DEC 24 | FINANCE Private anonymous donation JR thank giver | Completed and Closed |
| 1 | DEC 24 via email | JR add flower giving to AGM minutes <i>'AGM minutes <u>must</u> contain the list of Trustees standing down as well as the names of the Trustees elected.'</i> | JR to check whether minutes are forwarded before AGM. All matters from AGM are completed and closed |
| 4. APPROVE THE MINUTES OF 04 DEC 24 Unanimous and thank you | | | |

| 5. STANDING ITEMS 06/01/2025 | | | ACTIONS |
|------------------------------|-----------------|--|--|
| 1 | WHATSAPP | Sub-whatsapp groups discussed (Maintenance Group) (Bookings Group) (Social Committee Group) Also discussed the heating and power tripping. Please note* When power trips wifi is out and therefore heating is upset. To solve current tripping - (Key is called fuse cupboard) open fuse cupboard. RHS side is fine. LHS main breaker is down and needs lifting to upright position. | RG invited heating engineer to address issues. JR to message updates. JR to advise bookings. |
| 2 | PROJECT UPDATES | None | |
| 3 | CORRESPONDANCE | Positive Candlefest emails | Bowls – out of date information needs addressing. JR and NK to check old website and seek information re. updating and ownership. JR seek to remove outdate village hall info |

| | | | |
|--------------|---|--|---|
| 4 | FINANCE ACCOUNTS | See Appendix 1: PG Headlines = expenditure significantly greater but all planned for and expected. Healthy position going forward. V positive. BJ raised Bar accounting and Positive steps going forward re. Karl as new accounting and accountability. | 14 Jan Smart installation from PG = Positive because we will feed power back into grid BJ to check all inc. Jess records and brewery information |
| 5 | SITE MAINTAINENCE | Guttering is in place RG contacted mole hill removals | Mole hill removals Tile requires removing by BG |
| 6. | BAR | Accounting <i>See above FINANCE</i> BJ discussed plans for Bar inc. temperature, lighting, music volume and need for one music playing. Also Actioned that BJ and NK create strong communication between Bar Comm. and Soc. Comm. for events planning | NK proposes TV for advertising. |
| 6. | SOCIAL COMMITTEE | No reporting until after 13 January meeting Discussed Fri 20 th food event | |
| 7 | BOOKINGS | Pizza night added to calendar | |
| AOB | | | |
| 8 9 10 | Social membership? Spring membership drive Logo | To address loss of use Trustees to promote an extraordinary meeting Monday 13th January - 1830 To discuss and take ideas re. Energising the village hall - Promotion of Attendance, suitability of events, Also to note* Margaret has agreed to Continue to retain Membership | Monday 13th January - 1830 |

| | | |
|---------------------|-------------------------------|--------------|
| Next Meeting | Monday 3 February 2025 | 18.30 |
|---------------------|-------------------------------|--------------|

APPENDICIES

| |
|---|
| <p>APPENDIX 1 <u>Ashford Carbonell Village Hall and Recreation Ground</u> <u>Monday, 6th January, 2024 – Treasurers Report</u> <u>Monthly Finance Report for November 2024</u> The Code Totals summary is attached for information. A summary of the main income and expenditure is shown below with details of sundry items available on request. <u>Income</u> Total income shown in the Code Totals Summary for November is £9,454.94 (Includes income form fund raising evening in memory of David Bicker-Caarton for cancer research – see note below). <u>Fund Raising Events and Hall Hire</u> Hall Hire - £524.00 Coffee Morning - £200.75 Afternoon Teas (Afternoon Social) - £47.50 Bar/Pub – Card Reader Payments - £480.47 Miscellaneous Income – David Bicker-Caarton Charity Event in Aid of Cancer - £8,014.22 <u>Expenditure</u> Total expenditure shown in the Code Totals Summary for November is £12,908.16 <u>Event Costs</u> LWC Drinks – Direct Debit £343.80 <u>Repairs and Maintenance</u> Cleaning - £285.00 Property Refurbishment - Hopton Oak (Gazebo) £4,000.00 <u>Expenses Other</u> Transfer of income raised for David Bicker-Caarton Fund Raising Event to Claire Bicker-Caarton - £8014.22 <u>Net Position for November 2024</u> Deficit - £3,453.22</p> |
|---|

Cumulative Financial Position – April 2024 to November 2024

Deficit £8,195.01

Charity Event

A request was received to use the Trusts Card Reader to assist with the Auction of Promises in aid of a Charity Fund Raising Event in memory of David Bicker-Caarton. This was agreed and its use contributed to generating a significant amount of money on the evening, capitalising on the ability to receive payments on the evening. Although the event was a success, after careful reflection, it is recommended that the Card Reader is not used for a similar purpose again. The reason being that the income received for the event will potentially complicate the accounts at year end, particularly when the accounts are passed to the accountants and when they appear on the Charity Commissions website.

Trustees are requested to endorse this recommendation.

Overall Financial Position at the Bank as of the 2/1/2025 is :-

Current Account £3,131.04

Savings Account £24,931.26

Paul Griffiths – Treasurer 2/1/2025

ACVH-RG April23 to March24

Code Totals Nov-24

VAT: Included

| Class | Net Income | Net Expenditure |
|---|-----------------|--------------------|
| HH INCOME HALL HIRE & EQUIPMENT | | |
| ir Income Rents/Hire | 524.00 | |
| ih Income Bar Hire | | |
| iy Income Yoga Class | | |
| in Income Gentle Exercise Class | | |
| RE INCOME FUNDRAISING EVENTS | | |
| ie Income Events Various | 20.00 | |
| if Income Flicks In the Sticks | | |
| iq Income Quiz | | |
| im Income Morning Coffee | 200.75 | |
| ip Income Bar/Pub Nights | 480.47 | |
| DO INCOME DONATIONS,GRANTS,LEGACY | | |
| ig Income Grants Various | | |
| id Income Donations various | 18.00 | |
| it Income Donations Afternoon Social | 47.50 | |
| SU INCOME MEMBERS SUBSCRIPTIONS | | |
| is Income Subscriptions other | | |
| ib Income Subscriptions Bowling Club | | |
| ii Income Bank Interest | | |
| OT INCOME OTHER | | |
| iz Miscellaneous Income | 8,014.22 | |
| gb Income Garden Book 2020 | | |
| ic Income 100 Club | 150.00 | |
| iw Income Wayleaves | | |
| io Income Books/cards | | |
| EX EXPENSES COST of EVENTS | | |
| ev Events costs | | 358.16- |
| pf Flick in the Sticks | | 93.00- |
| eg Garden Book exps | | |
| cc 100 Club Prizes | | 32.00- |
| RR EXPENSES REPAIRS & MAINTENANCE | | |
| pr Repairs | | |
| pc Cleaning | | 285.00- |
| pn Mowing Front of Hall - C Parkinson | | 30.00- |
| pm Mowing Sports Field Tivoli | | |
| pa Annual Inspections Costs | | |
| pg General Maintenance | | |
| pb Cleaning Supplies & Consumables | | 36.58- |
| pw Property Refurbishment | | 4,000.00- |
| PE EXPENSES OTHER | | 8,014.22- |
| po Postage and stationery | | |
| bb Broadband | | |
| pp Professional Services | | |
| or Rates/water | | |
| oh Heating and Lighting Southern Electric | | 59.20- |
| oi Insurance | | |
| ps Subscriptions / Licences | | |
| x0 TRANSFERS | | |
| gr Grant/Project Costs | | |
| bc Bank Charges | | |
| Grand Total | 9,454.94 | 12,908.16- |
| Cash Flow | | 3,453.22- |
| Cash Flow / Income % | 36.52- | |