

Linton Village Hall Management Committee

Registered Charity Number 520967

Annual General Meeting 2024

27th January 2024 10.00 am for 10.30am

1. Welcoming Remarks and Apologies	<p>Present: Carol Wood, Jane Reeves, Ernst Zillekins, Liz Davies, Timothy Baldwin, Paul Squires, Clair Hodgson</p> <p>Apologies: Sally Boyland, Jean Foley</p> <p>Welcome to those attending: Julie Houston, Roger Davies, Roger Barnes, Ray Wood, Lynn Hodgson, John Foley</p>
2. Minutes of 2023 AGM	The minutes of the AGM held on Saturday 21 st January 2023 were passed as a true record and signed by the chairman.
3. Matters arising	There were no matters arising from the minutes of the previous AGM.
4. Chairman's report	<p>Chair's Report to the 2024 AGM</p> <p>The hall continues to operate under the management and guidance of Linton Village Hall Management Committee. The role of the committee is to ensure that the hall is a safe and fit-for-purpose venue, that it operates within Health & Safety regulations, that it pays due attention to maintenance issues and continues to improve the facilities it provides and increase the opportunities for the hall to be used for the entertainment and benefit of the community.</p> <p>The hall currently provides a venue for: Parish Council meetings and Recycling Café (monthly meetings held at both Linton and Gorsley) and St Mary's Bible Brunch meetings. It is the meeting place for the Brownies, the Linton & District History Society and the Linton Wine Club. Health and Fitness groups include - weekly Yoga and T'ai Chi classes and a walking group, with a Sound Bath group meeting occasionally at the hall. Arts and Crafts activities include a very popular weekly art class and a wonderful group of Weavers meet here every fortnight.</p> <p>The hall also provides a venue for private celebrations and gatherings – birthday parties, christenings, weddings parties and funeral gatherings. Other charity's fundraising events are held here – such as St Mary's excellent Quiz & Pudding evening held in November.</p> <p>Thanks go to our regular hiring groups for not only providing us with a regular income stream but also for the range of activities they offer to the community which helps us meet our main purpose as outlined in our governing document, which states:</p> <p><i>Linton Village Hall is for the use of the inhabitants of Linton and the neighbourhood without distinction of sex or of political, religious or other opinions and in particular for the use of meetings, lectures, classes and other forms of recreational and leisure-time occupation with the object of improving the conditions of life of the said inhabitants.</i></p> <p>The committee itself also provides opportunities for get-togethers and entertainment within the hall. We provide a venue for the newly name Linton Lunch Club (Community Lunches) and, with a team of valiant volunteers made up by representatives from Volt, St Mary's and the Village Hall, keep the lunches running through the winter months. We are so very pleased to be part of the team that, for the immediate future at least, continues to provide this much appreciated service. It</p>

is however only possible to offer this opportunity for a get-together due to the support and commitment of a few additional helpers and in particular we thank Julie Houston, Denise Pegrum and Jo Broome for joining the team when possible and providing invaluable helping hands.

We also hold occasional coffee mornings and through this activity have enabled individuals to make use of both the venue and our team of helpers to raise funds for their own chosen charities. We were requested by one of our regular supporters to hold a coffee morning in aid of Macmillan Cancer in the village hall, so the hall was hired for this purpose in early October and our team of helpers assisted in raising funds for this charity. In these particularly difficult times for charities we see this as a way of helping members of our community fulfil their own aims in raising funds for other worthwhile causes that may be close to their heart.

This past year we have provided opportunities to enjoy live entertainment, through Clair Hodgson's link with Arts Alive and through her brilliant music nights (more of both later).

We continue to be a Polling Station for the area, not just for parliamentary elections but the Police & Crime Commissioner appointments, which were held in 2023 and will be held again in May 2024.

So, our review of activities in the hall begins in November 2022 – when St Mary's held the ever popular Quiz & Pudding Night. We also enjoyed the Arts Alive live theatre presentation of the extremely funny 'Holmes & Watson – The Farewell Tour'.

We decorated the hall and celebrated Christmas with our Christmas Coffee Morning and the bumper Christmas Lunch.

In February – another opportunity through Arts Alive to enjoy live theatre in our village hall, with the thought provoking performance of 'A Perfect Likeness'.

May saw the village coming together to celebrate the Coronation of King Charles III, with Linton Wine Club's 'Royal Wines' presentation on Friday evening, Volt's Saturday night lighting of the beacon high on the ridge, St Mary's Church service on Sunday and us all coming together for the village hall's Coronation Cream Tea on Sunday afternoon. A weekend of celebration to be remembered by all.

Later in the same month the hall was home to our Weaving group's wonderful exhibition - a celebration of their craft. The hall was transformed by the arrangement of garments, wall art and practical items – all displayed with such skill. It was a fine example of how well the hall can be used as a venue for an exhibition, something we should perhaps give more thought to. And many thanks to the Weavers for their kind donation.

In early June Clair arranged for us a superb music night with another performance by local violinist Alice Earll and, of course, July saw us once again taking part in the wonderful Linton Music Festival. A fantastic effort made by the Village Hall Breakfast Team, full English breakfasts served to happy campers, and our sincere thanks go to Paul, Karyn and Denise for their incredible hard work, good humour and boundless energy – for enabling everyone to begin the day with full stomachs and happy hearts! And thanks to Sally Boyland for being the committee's representative at this demanding catering service. The Tea & Cake Tent once again excelled at providing

wonderful sweet treats and refreshing cuppas – thanks go to everyone for their help, from transporting and erecting the tent, generous support from our bakers in providing cakes and to the teams of helpers that manned the tent throughout the weekend with such welcoming spirits and bonhomie. And thanks must go to the Music Festival Committee – for all their hard work in putting on this massive event and without whom we would not be able to benefit from such an amazing fundraising opportunity.

In early September the Cake Tent was able to do a repeat performance (although on a smaller scale) when invited to provide refreshment at the Summer Sessions. Thanks to all who helped and thanks go to Dan and Gemma for providing us with another opportunity to bake our socks off and for their generous donation to the village hall.

So, through providing a venue for hire, the village hall is helping to provide our community with access to a range of health and fitness classes, craft classes, and local interest groups, be informed of local and national issues as well as a place to be entertained, to socialise and to celebrate national events.

We will shortly be planning our programme of events for the coming year so please keep an eye on the website for further details and watch out for our online newsletter. This is where you will find details of upcoming Arts Alive presentations and music nights as well as coffee mornings etc.

In respect of maintenance of the hall, many thanks to Ernst Zillekens for taking on the role of Maintenance Officer. During the year we replaced the two electric ovens in the kitchen following complaints that the previous pair were not working correctly. We resolved to carry out remedial work to the original front porch entrance (currently a storage cupboard) which suffers from damp penetration and we are waiting for a start date from the contractor to commence this work. We have been asked to fit a handrail to the steps at the side entrance of the hall and quotes have been requested for this to be carried out. And a thank you to Nigel Pealing of VoLT for offering to help with D-I-Y tasks as and when they arise. This is very much appreciated.

In a move to offer on-line options within the hall we installed wi-fi and this is now available to all hirers of the village hall. Many thanks to Jane Reeves for taking this project forward through to completion – a few ups and downs and hurdles to manage, but Jane persevered and we are now fully connected.

Jane took this task on having already advised us of her wish to retire from the committee. She has very kindly stayed with us whilst we found a new Treasurer and has assisted Paul Squires in taking up the role. We thank her for her hard work over several years both as Secretary and Treasurer, and for her excellent advice, and for overseeing two very significant projects – the installation of solar panels and wi-fi.

Much of our time over the past twelve months has been spent on moving towards operating as an incorporated charity. The motivation for this change is, primarily, to provide the committee members with protection against personal liability in the event of legal action being brought against the charity, and also as it will enable us to renew the lease for the use of the garden area adjacent to the village hall. The Charity Commission has accepted the registration of the incorporated charity and we now enter the final phase of merging the two charities. Thanks go to Tim Baldwin for

his expert legal advice and to Paul Squires for liaising with the bank and for setting up the new account.

Thank you also to Julie Houston for running the 100 Club for us so successfully. I know Julie uses this as a way of meeting newcomers to the village and spreading the word about 'goings on' at the village hall. Many thanks Julie.

I would just like to say that it may not be easily recognised just how much time members of the committee give to ensuring that the hall remains available and fit for use, making sure we are legally compliant, continually developing and enhancing the facilities and providing opportunities for the community to enjoy our wonderful village hall. Many of the tasks are carried out unseen, but remain vital for the safe running of the hall. I am sometimes stunned by the generous spirit in which these tasks are undertaken and I thank my fellow trustees for all their efforts.

However, we do not work alone – much of what we do comes about with the help of a team of volunteers who cheerfully give up their personal time and make it possible for us to go the extra mile in what we are able to offer. The constant support of these loyal and enthusiastic friends and helpers means so much to us – you make so much more possible. I cannot name you all but I do hope you all know that I am referring to you! Thank you for your generosity and endless support.

And a thank you to all of you who come along to our events – there's no point at all without you! We hope that we have entertained you - are delighted to have fed you - always love seeing you. Your support is much appreciated. Do let us know if you have any thoughts on entertainment or events that you would like to see in the village hall – we can't promise to be able to meet everyone's tastes but we will give due consideration to almost anything!

A quick word of thanks for the personal donations made by individuals during the year, such expressions of support mean an awful lot to us and are always gratefully received.

And finally, a word of thanks and appreciation to those whose efforts kept the village hall going in the past, as without them we wouldn't have this wonderful facility today.

5. Secretary's Report

Timothy Baldwin presented the Secretary's Report

Changes to the Committee and Committee Officers: 2024

The composition of the current Village Hall Management Committee is as follows:

Chairman and Bookings Officer: Carol Wood

Treasurer: Paul Squires

Secretary: Tim Baldwin

Maintenance Officer, Parochial Church Council and History Society Representative:
Ernst Zillekens

Media, Communications and Event Coordinator: Clair Hodgson

Was representative of Weavers Group but now co-opted independent member: Liz Davies

Other Members: Sally Boyland and Jane Reeves

	<p>Jane will be retiring from the committee as of the date of this meeting and we thank her for many years of service as both Secretary and Treasurer.</p> <p>We do hope to soon have a newly appointed representative of the Weavers Group joining us.</p> <p>Meetings:</p> <p>Regular Meetings were held following the last AGM on 21st January 2023, at which a quorum of committee members was present on the following dates:</p> <p>14 March 9th May 11th July 12th September 14th November</p> <p>5 December – to address accounts and budget in advance of AGM</p> <p>Additional EGM:</p> <p>3 October – to address new high interest bank account</p> <p>Charitable Status:</p> <p>We remain a registered charity and an annual report is submitted to the Charity Commissioners.</p> <p>Also in June 2023 Charitable Incorporated Association (“CIO”) application accepted and the Trust is transitioning from its un-incorporated status to CIO including the process of transferring the legal ownership of the Hall to the CIO.</p>
6. Treasurer’s Report	Paul Squires presented the Treasurer’s Report as per the annual accounts.
7. Election of Officers and re-appointment of the committee	<p>With the exception of Jane Reeves who is retiring from the committee, all members of the committee were re-elected.</p> <p>Proposed by Roger Davies.</p> <p>Seconded by Julie Houston.</p>
8. AOB	<p>Questions:</p> <p>Regarding the Treasurer’s Report:</p> <p>Roger Davies enquired if LVH had placed any monies into high interest accounts.</p> <p>PS: Paul confirmed that a ‘substantial amount’ of funds had been deposited into a high interest account in November 2023. He expects gains of £30-£40.</p> <p>Julie Houston asked for more detail regarding the aforementioned plans for property refurbishment:</p> <p>CW replied:</p> <ul style="list-style-type: none"> ⑩ outside- the porch requires attention ⑩ inside- replacement of projector screen ⑩ a few things requiring repair such as tables <p>Questions regarding the Secretary’s Report:</p> <p>Further discussion and explanation surrounded the process and implications of incorporation. John Foley inquired if either the Parish Council or Herefordshire Council could have an interest or claim in the village hall and garden, given the poor financial position both are currently in. TB replied that the land has always been held in trust (by the PCC) for the village hall, and neither council has a claim on this land or asset.</p> <p>CW affirmed that the garden is very useful in the hall’s ability to run events, and it is the committee’s purpose going forward to secure the garden for the future.</p>

Julie Houston proposed a vote of thanks to the officers involved in the legal side of this process and R Davies thanked the committee for all their hard work.

CH thanked everyone for their continued support at events, and to please continue.

There being no other business, the meeting was called to a close.