

South Luffenham Village Hall Annual General Meeting Report – April 2020

Coronavirus Restrictions

Given the current Coronavirus restrictions the Management Committee for South Luffenham Village Hall has decided, in line with Charity Commission guidance that it is not appropriate to hold a physical Annual General Meeting (AGM) this year. Instead the Management Committee has produced this report to be circulated for information to residents of the Parish via the village newsletter and on the village website, and invites any comments or questions to be sent by email to southluffenhamvillagehall@gmail.com.

The village hall financial year runs from 1 April to 31 March each year and an AGM is usually held in April each year to present the accounts, confirm the election of the committee and update the village on key activities throughout the previous year. The report therefore covers the period from 1 April 2019 to 31 March 2020.

Chairperson's Report

It has been a year of change at the village hall. A refreshed management committee, all new bar one previous existing member, was formed last April and we have approached the future of the hall with enthusiasm.

The decision was taken to renovate and refurbish the hall on it's existing site after confirmation by the Great War Huts organisation that the hall was worth saving in its existing form and was in fact in remarkable condition given it's age and current state of repair. Thanks go to the previous committee for all the hard work that was done into looking at the options for the future of the hall which has informed our work going forward.

A start was made on the renovations over the summer of 2019 with volunteers coming forward from the village to help the committee. The old path was taken up and removed, a gully dug alongside the hall on one side to allow the hall to 'breathe' again, the outer boards were repaired, replaced and treated, the interior painted, the curtains cleaned, a garden border planted with plants donated from local garden centres, the window ledges were replaced and painted, the doors repainted and the front exterior painted a dazzling white. We secured a grant from the Healthy Rutland Scheme for new crockery and the Parish Council for the materials for the new path, outside storage boxes and water butts that will be in place as soon as we are past the current coronavirus restrictions.

Further plans are to insulate the roof, build a new footpath from the front of the hall to the parish field, replace the heating system, remove the false ceiling to expose the original beams, remove the lean-to kitchen and remodel the inside of the building with a new kitchen and toilets including storage cupboards and a servery, improve the patio area and reposition the 'main' entrance facing the parish field with a view to complete all work by September 2022 when the hall will have been on site for 100 years. We are currently applying for funding to do the majority of the works but will also be undertaking as much as we can ourselves and with village volunteers.

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The hall has increased private lettings over the year and is used regularly by the Stay and Play group, Pilates, Painting group and the Church. A monthly coffee morning has started with support from the Rural Communities Council and the recent usage survey has provided many ideas for further activities we hope to provide in the future.

Fundraising events have been well supported, including the 80's night, 2 Live and Local theatre visits and the Christmas Quiz with more that were planned for the summer unfortunately put on hold due to the coronavirus crisis.

The village hall is an integral part of South Luffenham and it has been proven this year that the village supports its function as a community space and focal point which is essential for its continuation. With the ongoing support of the management committee, volunteers and the village as a whole, the coming years will, I know, see exciting changes.

Tracy Steward

Chair of the South Luffenham Management Committee

22 April 2020

Treasurer's Report

The financial position of the South Luffenham Village Hall over the last year is set out in summary below:

	Year ended 31 March 2020	Year ended 31 March 2019
	£	£
Income Statement for South Luffenham Village Hall		
Income from Events and Fund Raising	4,765.35	4,137.38
Income from Grants	4,050.00	0.00
Income from Lettings and Operations	3,317.20	2,410.61
Total Income for the Year	12,132.55	6,547.99
Cost of Events and Fundraising	1,730.68	1,604.69
Restoration and Maintenance of the Hall	4,860.41	1,450.28
Operational Running Costs	3,402.14	2,990.23
Total Costs for the Year	9,993.23	6,045.20
Net Surplus for the Year	2,139.32	502.79
	At at 31 March 2020	As at 31 March 2019
	£	£
Balance Sheet for South Luffenham Village Hall		
Total Assets	22,800.22	19,135.42
Total Liabilities	1,421.81	0.00
Net Assets	21,378.41	19,135.42

The accounts for the year have been reviewed by an Independent Financial Examiner, Mr S Craig. The year ended 31 March 2020 were signed off as a true and fair account on 14 April 2020

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The Village Hall has operated through the year at a surplus of £2,139.32. Income from lettings and operational has only been slightly below the operational running costs of the hall, but that position is considerably improved from the previous year. This has meant the surplus generated from events and fund raising has been able to be fully used for the restoration and maintenance undertaken this year.

The grant income of £4,050 has been given by Rutland County Council under their Healthy Rutland Grant Scheme and will be used in the next few months to purchase crockery and children's play equipment for use within the hall. A further grant from the South Luffenham Parish Council has been secured that we expect to receive shortly to fund the provision of the new path and outdoor storage.

Included in the restoration and maintenance costs are amounts incurred to complete a full structural survey of the building to support our restoration plans, and the fees for planning permission to improve the roof and complete the remodelling of the hall.

We are in the process of submitting grant applications to secure funding for the new roof and the remodelling of the hall and will continue to hold events to raise our own funds to support this activity. The current coronavirus crisis may delay securing the necessary funds and the completion of the work, however we continue to target September 2022 to complete our improvements.

As a consequence of the surplus for the year the Net Assets available to support the village hall activities amount to £21,378.41. It is the policy of the Management Committee to reserve approximately £8-10,000 for emergencies and to fund the operating activity of the hall throughout the year. Other funds will be used to invest in the ongoing refurbishment programme as necessary.

Jason Steward

Treasurer of the South Luffenham Management Committee
22 April 2020

Election of Management Committee

Notice of the Annual General Meeting was given in the village newsletter issued on 29 February 2020. As noted at the start of this report the physical meeting planned for 22 April 2020 will now not go ahead due to the current social distancing rules in place to tackle coronavirus.

All existing management committee members have expressed their desire to continue to serve on the committee and therefore are all duly elected to serve for a further year.

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The Management Committee members are as follows:

Tracy Steward	Chair
Kate Humphries	Secretary
Jason Steward	Treasurer
Carole Pearce-Smith	General Member
Tim Smith	General Member
Jackey Barney	General Member
Angela Elder	General Member
Simon Fisher	General Member

Questions and Comments from residents of the parish of South Luffenham

In these unusual circumstances, given it has not been possible to hold an Annual General Meeting in the village hall as we would normally, we would like to invite anyone who resides in the parish to send any comments or questions they may have concerning this report to southluffenhamvillagehall@gmail.com.

It is a formal requirement normally at an Annual General Meeting to vote to adopt the accounts for the year and our constitution requires 6 members of the parish to vote in order to be quorate. The Management Committee, all of whom reside in the village, have voted electronically to adopt the accounts for the year and they will be submitted as normal to the Charity Commission. If anyone in the parish objects to the accounts being adopted in this way, please email southluffenhamvillagehall@gmail.com stating your reason why by 30 April 2020.

If any residents of the parish would like to join the Management Committee they would usually have had the opportunity to express their interest in standing for election before or during the AGM. Therefore, if anyone is interested in joining the Management Committee please email southluffenhamvillagehall@gmail.com stating your interest by 30 April 2020.

This report has been produced by the Management Committee of the South Luffenham Village Hall on 22 April 2020 and distributed electronically to residents via the village newsletter.