

## North Wootton Village Hall Management Committee AGM Minutes 2<sup>nd</sup> September 2024.

**In Attendance:** Dennis Blackmore (Chairman) Neil Pearce (Secretary) Wendy Border (Treasurer/Bookings) Antony Lamb (Events Co-Ordinator) Bob Angell (Maintenance Officer) Will Border, Jason Harper, Kip Baker, Colin Smith, Rachel Williamson, Doreen Taylor, John & Pauline Marshall-Grint.

**Apologies:** Bridget Nurse.

One member of the general public also attended the meeting.

**Approval of Minutes:** The Chairman approved and signed the minutes from the previous year's AGM from 14<sup>th</sup> September 2023.

**Chairman's Report:** Dennis read out his annual report in which he highlighted the achievements of the last year, which included significant improvements to the infrastructure of the VH, the interior of the building and its surrounding environs. These included re-decorating the interior of the hall, repairing of broken toilet seats, replacing the damaged fire-door and windows, the addition of a fold-out bar to the serving hatch to make it easier to serve drinks at functions and replacing the damaged VH notice board. In addition to this we have approved the purchase of a new gazebo for the use at the VH market and other events, along with new chairs, tables and mugs. Jason has helped to improve the VH website to make it more accessible and user friendly. Bob and other volunteers were also praised for continuing to weed the outside of the VH on a regular basis to maintain its tidy appearance.

Dennis went on to praise all members of the management committee for their continued support and efforts in hosting regular events in terms of VH monthly markets, Christmas Fairs, Bingo evenings and special one-off events such as the King's Coronation which proved highly popular and well attended.

The finances are still very healthy, boosted by regular hirers of the VH and also one-off bookings such as parties and other celebrations. We have also received a number of grants and donations which all go to help boost the coffers.

We have had a few maintenance challenges around the VH wooden floor and roof which both necessitate repair, but we have now received fully costed quotes for these and the relevant tradesmen will be decided upon after discussion and voting in the regular meeting.

In summary Dennis concluded it has been another magnificent and successful year for the VH and thanked all the members for their consistent support and hard work which makes it all worthwhile.

**Secretary's Report:** Neil reiterated much of Dennis's summary by pointing out the success of the previous year's events and the significant part played by all the committee in giving up their free time in helping to host them. There is much behind

the scenes work, much of it orchestrated by Antony, but ably supported by the rest of the committee.

The finances continue to go from strength to strength and Neil thanked our treasurer Wendy for all her sterling work in organising these and taking the significant number of bookings and the hard work this involves.

Neil thanked Bob and the maintenance team and all who have helped to maintain the high standard of the infrastructure of the VH.

Although acknowledging some challenges we have faced, and an admission that some slight changes to the structure of how we do things was required, Neil pointed out that these were minor changes and easily implemented.

In summary Neil praised all members of the committee for their continued hard work and efforts in all capacities of running the VH. Also a nod to Dennis, our Chairman, for his professionalism in steering a steady ship that continues to go from strength to strength.

### **Financial Report:**

Wendy reported it has been another sterling year in regards to finances with the VH continuing to be a highly popular venue for parties, wedding receptions, and numerous other clubs and organisations.

Wendy pointed out the year 2022-23 accounts have been fully audited and the accounts 2023-24 are in the process of being audited.

Wendy read out details from the previous year's finances highlighting the significant income produced by the regular usage of the VH, along with grants received, monies from 'West Norfolk Wins' and regular and one-off events and hirers.

Wendy reported that last July was a record month with over £5,000 of income.

Throughout the year £3,000 was taken from our regular markets and other events.

Wendy thanked all the committee for the help in support and pointed out that the success of the VH would be much diminished without all of their significant efforts.

### **Election of Officers for 2024-2025.**

The Secretary put forward the motion that Dennis continue in his role as Chairman of the VH Management Committee for the year 2024-2025 and was seconded by Will. A unanimous vote was cast by all attending members that Dennis should continue in the role if he was happy to do so. The motion was carried and Dennis agreed to continue in his role and thanked the committee.

The Chairman took the floor and proposed the motion that Neil continue in his role as the Secretary of the VH Management Committee for the year 2024-2025. This was seconded by Bob. A unanimous vote in favour was cast by the attending committee members and the motion was carried. Neil thanked the committee and agreed to continue in his role for the next year.

The Secretary returned to the floor and proposed the motion that Wendy continue in her role as the Treasurer/Booking Officer of the VH Management Committee. This was seconded by the Chairman and a subsequent unanimous vote in favour was cast. With the motion carried Wendy thanked the committee and agreed to continue in her role for the year 2024-25.

The Secretary put forward the motion that Antony should continue in his role as Events Co-Ordinator for the VH Management Committee, a motion seconded by Wendy. A unanimous vote in favour from the rest of the committee was cast and with the motion carried Antony agreed to continue in his role and thanked the committee for their trust.

The Secretary put forward the motion that Bob continue in his role as Maintenance Officer which was seconded by Kip. A unanimous vote was cast in favour of this and with the motion carried Bob thanked the committee and agreed to carry on in his role for the forthcoming 2024-25 year.

The voting concluded with all VH Management Officers returned to their roles for the year 2024-2025.

**Public Forum:** No questions were submitted from the general public.

**A.O.B.**

No other business was discussed by the VH Management Committee and the meeting formally concluded at 19:16.