

Minutes of the Annual General Meeting of the Stourpaine Playing Fields and Village Hall Association

Thursday 26th November 2020 – by video meeting due to the coronavirus pandemic

Present:

Committee Members

Peter Jones – Chair

John Gardner – Treasurer

Julie Dunk – Secretary

Blue Donnebaer

Cindy Rowley

Scott Norman

Margaret Price

Caroline Jones

Jez Randell

Felicity Cox

Sue Atkinson

Joanna Gardiner

Derek Gardiner

Graham Spittle

Matt Towill

Barbara Thompson (part of meeting)

1.	Welcome and Apologies The Chair opened the meeting and welcomed everyone. He explained the process for the video meeting. He confirmed that this would be his last meeting as Chair as he is standing down from the Committee. No apologies had been received.	
2.	Minutes of the AGM 2019 The draft minutes of the AGM held on 10 th October 2019 had been available on the Village Hall website for over 12 months. Caroline Jones stated they were extensive and accurate. Blue Donnebaer proposed that the minutes were accepted as a true record of the meeting. Derek Gardiner seconded the proposal. The majority of those present voted in favour.	
3.	Chairman's Report The Chairman, Peter Jones, delivered his report: <i>What a strange year it has been!</i>	

Last August until Christmas the activities were all going well. Lots of regular bookings and community activities kept the place alive and being enjoyed by so many people. The Big Breakfasts continued to be a big attraction and other fund raising initiatives were well underway.

Sadly the use of the football pitch and Pavilion by AFC Blandford was terminated by their committee. As with so many football clubs they struggled to put out teams and at the end of a curtailed season eventually decided to merge with Blandford United for the following season from September 2020.

Then the LOCKDOWN! Suddenly all bookings ceased and we faced a world of uncertainty. The Government were quick to recognise how charities such as ours would struggle and handed out money to the local authorities to give out grants. Our Treasurer John received an e-mail inviting him to apply online for £10k and within 5 days the money was in our bank account! Thank you John for your quick response, and also for starting "The 100 Club" which is also a major source of income for us.

Felicity Cox also had to deal with many booking cancelations and enquiries. She has been fantastic at smoothing the frustrations and disappointments. Thank you Felicity.

The extra funding has meant the committee did not need to panic but could plan for post lockdown and wait for Covid guidelines to emerge.

The beautiful spring and summer period helped us to endure many of the difficult lockdown rules. The playing fields were enjoyed by people escaping to the countryside. It did bring a few cases of unwelcome anti-social behaviour and extra traffic through Stourpaine, but we all enjoyed the chance to get out and explore more of this beautiful part for Dorset. Obviously there were events such as the Fete and other major initiatives which could not happen, but in one sense many of us enjoyed the slower pace of life.

Eventually some activities restarted but alas the kitchen facilities have not been accessible, and the more socially interactive groups have not resumed.

Our treasurer will report how our finances look, but it is good to know that we have healthy reserves and we have kept income and expenditure pretty much in balance. Every little saving helps, particularly when income dries up. It was appreciated that Wessex Internet were happy to reduce our monthly bill down to £1 per month until we decide to reconnect to their broadband service.

Although this AGM centres on the year from August 2019 to the end of July this year the implication and outlook for the future is still uncertain, but a sense of normality will hopefully emerge.

As you are all aware this is my last meeting serving on this committee. As I stated in an email sent out some time ago, I feel that I need a break from being

	<p><i>the Chairman, although I will continue to help in many areas. I hope you will allow me to say a few words reflecting on the last few years.</i></p> <p><i>Sometimes I do look back and recall the journey from the old village hall to where we are now. I think we had about £11 in the bank when we first embarked on a design for a new village hall. 6 years later we had completed the build and over the last 4 years I do believe have reaped the reward of seeing a whole range of activities for all ages and being able to weather the storm in these difficult times. I have had so much pleasure from seeing, and talking to visitors from near and far, enjoying the surrounding area and using the village facilities.</i></p> <p><i>My thanks go to all those who help keep the Playing Fields and Village Hall functioning. Thank you to those who clean, organise, clear up, welcome, cook, cut grass, maintenance and keep an eye out. Thanks for all the committee for keeping me in check and for helping to keep things going and taking on board new initiatives. Also a big thank you to Alan Parker who moved into Stourpaine this year and has generously donated and fitted new efficient overhead lighting in the village hall.</i></p> <p><i>Also to my wife Caroline who has supported me in many ups and down of Village Hall issues over the last few years!</i></p> <p><i>Many of you do not fully appreciate the tireless dedication Felicity has given to the role of Bookings Officer...always with a warm and cheerful voice or constructive e-mail. Felicity has made such a positive contribution to how the hall is perceived by user groups and individuals. Between us we have had to sort many queries and issues.</i></p> <p><i>It is my regret that we have not found anyone new to take on the role of Bookings Officer. Felicity needs a break so please ask around to find someone to take on this role.</i></p> <p><i>Finally, I want to dwell on a more positive note: once we come out the constraints of the pandemic the village can again look forward to developing this community, welcoming new people, and encouraging each other to help others. Let us all hope that 2021 will open up community life again as we all we learn to cope with the consequences of Covid-19.</i></p> <p><i>Thank you.</i></p> <p>Scott Norman thanked Peter on behalf of the village for all he has done in his role as Chairman of the Village Hall Committee. Julie Dunk stated that this was not how the Committee had planned to mark Peter's last meeting, and would have a meeting to say goodbye properly when Covid-19 restrictions allow.</p>	
<p>4.</p>	<p>Treasurer's Report</p> <p>The Treasurer presented his report on the accounts for the year ending 31st July 2020 which had been inspected and approved by Margaret Williams (see Appendix A). Copies of the accounts are at Appendix B. Overall the position is</p>	

	<p>healthy, with a surplus of income over expenditure for the year of £9,614.61. Available funds are £35,231.61.</p> <p>John Gardner thanked Margaret Williams for examining and approving the accounts. He also thanked everyone who has joined the 100 Club as this is an important source of revenue for the Village Hall.</p> <p>Joanna Gardiner asked why the expenditure on repairs and renewals was high compared to last year. Peter Jones explained that this was due to essential electrical and emergency lights works in the Pavilion.</p> <p>Scott Norman asked if the Village Hall is getting exemption from business rates due to the virus, and explained that it is in the County Council's gift to give up to 100% exemption. John Gardner will investigate.</p> <p>Derek Gardiner asked why the insurance valuation sum for the building and grounds used for depreciation purposes is 2 years old. John Gardner explained that this was the only valuation we have and that the insurance company use this figures.</p> <p>Blue Donnebaer proposed that the accounts be accepted, and Joanna Gardiner seconded this. The majority of those present voted in favour.</p> <p>Peter Jones thanked John Gardner for his work as Treasurer.</p>	JG
<p>5.</p>	<p>Election of Committee</p> <p>Two nominations for Trustees had been received, from Margaret Price and Graham Spittle.</p> <p>The present Trustees, with the exception of Peter Jones, agreed to stay on the Committee.</p> <p>All present voted for those standing so the Committee will now be comprised of:</p> <p>Blue Donnebaer Julie Dunk John Gardner Margaret Price Cindy Rowley Graham Spittle</p>	
<p>6.</p>	<p>Any Other Business</p> <p>Peter Jones stated that a grant may be available for developing facilities at the Village Hall and suggested that it should be applied for to build a French boules pitch between the Village Hall and the playing fields. Those present agreed with this proposal.</p> <p>Felicity Cox stated that she wishes to stand down as Bookings Administrator and urged the Committee to asked around for somebody to take on the role. She also asked who would be her point of contact on the Committee in case of any</p>	Commitee

	<p>questions, and if the Village Hall will be reopened following the end of Lockdown 2. The Committee will consider these questions and let Felicity know the answers as soon as possible.</p> <p>Felicity Cox thanked the Committee for their work over the last year.</p> <p>The meeting ended at 20.11.</p>	
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Appendix A



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of	Stourpaine Playing Fields and Village Hall Association		
On accounts for the year ended	31 July 2020	Charity no (if any)	290651
Set out on pages	2,3 and 4		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2020.

Responsibilities and basis of report As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: **Date:**

Name:

Address:

Appendix B

Stourpaine Playing Fields & Village Hall Association Income & Expenditure 2019/20

Receipts

Bookings	5,297.65
Donations & Grants	10,002.00
Bank Interest	13.46
Tennis Club	408.00
Fundraising Events	2,189.00
AFC Blandford	910.00
Fete	–
100 Club	1,167.00

Total Income **19,987.11**

Expenditure

Fundraising Expenses	152.00
Water Rates	450.89
Waste Disposal	176.80
Business Rates	368.00
Premises Insurance	1,186.01
Electricity	918.60
Gas	1,745.40
Heating Maintenance	376.00
Indemnity Ins.	170.00
TV,PRS,Drink License	224.50
Internet	204.00
IT Equipment	–
Repairs & Renewals	2,631.78
Cleaning Materials	79.11
Fire Safety	67.20
Ground Maint.& Sports	410.00
Mower Maint.	–
Booking Admin	874.40
Legal Fees	216.00
Capital Exp.	121.81

Total Expense **10,372.50**

Profit/Loss **9,614.61**

FUNDS AVAILABLE

Trading Account Balance	26,730.61
Deposit Account Balance	8,501.00

Total Funds in hand **35,231.61**

Statement of Assets & Liabilities at 31/07/2020

	Value at 43,678.00	Basis	Additions This Period	Totals	Depreciation this Period	Value at 44,044.00
Building & Grounds	552,176.00	Insurance valuation 28/01/2018		552,176.00		552,176.00
Ground Equipment	3,780.00	Mower		3,780.00	378.00	3,402.00
Kitchen Equipment	4,687.32	Net Book Value	121.81	4,809.13	673.28	4,135.85
It Equipment	1,600.00	Net Book Value		1,600.00	320.00	1,280.00
Hall Fittings & Equipment	6,672.43	Net Book Value		6,672.43	800.69	5,871.74
HSBC Trading Account	26,730.61					
HSBC Savings Account	8,501.00					
TOTAL ASSETS	604,147.36					
			Total Depreciation		2,171.97	566,865.59